



# Bench Donation Form



Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_

### WORLD'S FAIR BENCH

Fort Allen Rehabilitation Project

\$5000 donation

Wood - Black Cast Iron - 6 feet in length

### LOCATION

\_\_\_\_\_ Fort Allen Park (Include bench ID number)



### PLAQUE INSCRIPTION

3 lines: 21 characters per line, including spaces. Text will be centered.


\_\_\_\_\_ Please read the attached Bench Donation Policy. Initial here that you have read and agree with the Bench Donation Policy (please see next page).

Please remit with payment to:

Friends of the Eastern Promenade  
PO Box 16025  
Portland, ME 04101

### **Information and Policy Regarding Donations**

Before filling out the attached form, please contact Diane Davison: 207-831-4888 or [diane@easternpromenade.org](mailto:diane@easternpromenade.org) to discuss your proposed donation. The cost of donation includes the bench, installation and memorial plaque, as well as additional support required for the completion of the Fort Allen Rehabilitation Project.

The location of all donated benches and the language used on recognition plaques are subject to review and approval by the City of Portland. Any and all donated benches and plaques are the property of the City of Portland, and will be maintained, relocated, removed and/or disposed of, among other things, according to this policy and City priorities.

The City of Portland retains the right to relocate, remove or dispose of a donated bench and/or plaque at any time. If a bench needs to be relocated, removed or disposed of, the City will attempt to contact the donor to discuss alternative locations or options, but the City retains the right to make the final determination regarding the bench.