

Plaques, Memorials and Monuments Application Form

Please refer to the QLDC Plaques Memorials and Monuments Policy 2010 for guidelines relating to this application including eligibility of subjects, location, wording and categories of plaques, memorials and monuments.

Name of Applicant: _____

Address: _____

Home Telephone: _____ Mobile: _____

Email: _____

1. Please specify the category of this application:

- | | | |
|-------------------|---|--------------------------|
| Category 1 | Commemorative Tree with Plaque | <input type="checkbox"/> |
| Category 2 | Metal Plaques | <input type="checkbox"/> |
| Category 3 | Ornamental Feature, Fountain or Sculptural Memorial | <input type="checkbox"/> |
| Category 4 | Personalised Memorial Plaque on Seat/Bench/Picnic Table | <input type="checkbox"/> |

2. Proposed Subject of Plaque, Memorial or Monument:

(Name of person, group or other): _____

3. Please give a brief summary of the association of this person (s), group, occasion or event with the Queenstown Lakes District:

4. Proposed Plaque Inscription:

5. **Proposed Location:** _____

(Location will be at Council's discretion)

6. **Details of proposed plaque, memorial or monument including design, material(s), colour, dimensions, scale sketch, anchor points, additional works required.**

Disclaimer:

I the applicant have read and recognise the conditions outlined in the Plaques, Memorials and Monuments Policy 2010. I understand that memorial furniture, trees, plaques and monuments are the property of Council and that furniture and plaques may be removed at Council's discretion following a maintenance period of five years. Plaques will be held for a period of one month following removal of the asset, during which time it will be returned to the family on request.

Given the approval of this application, **I agree to pay** the Queenstown Lakes District Council all charges payable in respect to the plaque/memorial/monument as the Queenstown Lakes District Council direct.

I also acknowledge that no work will be authorised until the Queenstown Lakes District Council has received full payment of the agreed charges.

Applicant Signature: _____ **Date:** _____

Approved/Declined: _____ **Date:** _____