

# DEDICATE-A-BENCH PROGRAMS



## PARK BENCH DEDICATION PROGRAM

The Park Bench Dedication Program allows for the purchase and placement of park benches in areas designated as City parks, tidelands and golf courses. The Application Form is used by the Department of Parks, Recreation and Marine to facilitate the approval process with the Parks & Recreation Commission, secure necessary permits, and standardizes bench appearance. Please review the following program information and complete the application on page 2 and 3 of this packet.

### APPROVAL PROCESS

**STEP 1:** The Park Bench Application Form is to be completed by the party requesting a park bench and emailed to [executivedirector@partnersofparks.org](mailto:executivedirector@partnersofparks.org). Checks are due at time of application and are to be made out to PARTNERS OF PARKS, the non-profit organization that manages donations for the Department of Parks, Recreation & Marine. ([www.partnersofparks.org](http://www.partnersofparks.org))

**STEP 2:** Staff review the request and present to the Parks and Recreation Commission or Marine Advisory Commission (based on location). Staff communicates with the requestor and may have additional questions about the request.

**STEP 3:** At such time the request is approved by either of these Commissions, the requestor will be notified by Partners of Parks.

**STEP 4:** At such time the donation is submitted and deposited by Partners of Parks, a proof of the plaque will be submitted to the requestor to approve and the bench will be ordered. Bench fabrication can take between six to eight weeks, and installation will occur following delivery of the bench.

### COST INFORMATION

The cost of a Memorial Park Bench includes the installation of a memorial park bench and a plaque. Additional costs apply based on the location and type of memorial engraving selected.

Memorial Park Bench:	\$7,500
Memorial Park Bench with water view:	\$10,000
Memorial Park Bench with engraved name in back:	Additional \$500
Memorial Park Bench concrete slab:	Additional \$1,200-\$1,600

*(Required to hold the weight of the bench, if one does not already exist in a new location)*

*\* Please Note: The City is no longer installing new slabs in any of our tidelands areas near the beaches, Colorado Lagoon, marinas and we are only replacing existing, non-dedicated benches in these areas.*

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## PARK BENCH APPLICATION FORM

### APPLICANT INFORMATION

Name of Requestor:

Requestor Phone Number:

Requestor Email Address:

### BENCH INFORMATION

Name of Individual Being Memorialized:

Resident of Long Beach:

If Yes, How Many Years:

Requested Location of Bench:

Please provide a history of the individual and include any significant life/community accomplishments:  
(attach additional sheets as necessary)

Please provide text for the bench plaque. Text is limited to four lines, 70 characters on each line (including spaces and punctuation).

1<sup>st</sup> Line:

2<sup>nd</sup> Line:

3<sup>rd</sup> Line:

4<sup>th</sup> Line:

Applications can also be mailed or dropped off at:  
ATTN: Park Bench Dedication Program  
Partners of Parks  
1150 E 4<sup>th</sup> St Ste 104, Long Beach, CA 90802

Updated: October 2019

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## PARK BENCH SELECTION

Please click the check box below to indicate bench preference:

- Memorial Park Bench & Standard Plaque



Please acknowledge that you have read, understand and agree to the following:

- Donation of a park bench confers no legal rights or benefits to the donor of a park bench. The City of Long Beach reserves the right to place park benches where suitable for the City.
- The City of Long Beach does not warranty Park Benches against damage or destruction.
- If, after 10 years, the condition of the bench so warrants, the City can remove the bench, thus placing the location back into available inventory for installation a future Park Bench.

Please submit the Park Bench Application Form to:

**ATTN: Park Bench Dedication Program**  
[executivedirector@partnersofparks.org](mailto:executivedirector@partnersofparks.org)