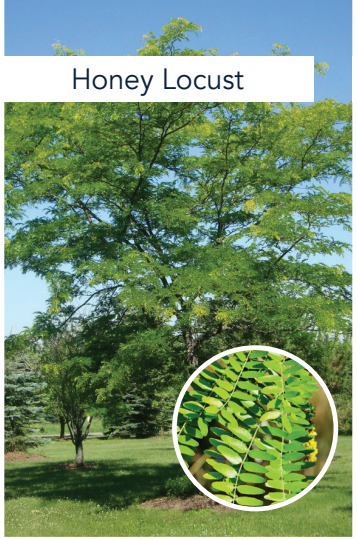
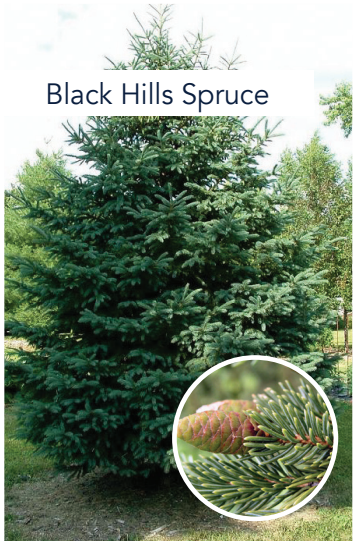
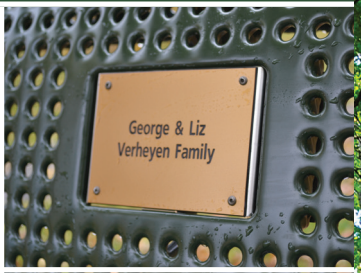


The mission of the *Marshfield Parks and Recreation Department* is to provide quality recreation opportunities for the citizens of Marshfield that are both accessible and affordable and to plan, promote, acquire, develop, and maintain parks and recreation facilities to enhance the City of Marshfield and meet the recreational needs of the community. Your gift for the program will be accepted as a donation to the Marshfield Parks and Recreation Department and is tax deductible. We understand that a tax deduction may not be your goal; however we feel compelled to let you know. Thank you for participating in the Celebration Tree and Bench program. For more information, call (715) 384-4642.





Celebration Tree & Bench Program

Celebration Tree & Bench Program:

This program provides the opportunity to donate a tree or bench in celebration, honor or memory of a person or event. Trees and benches will be placed in the Marshfield parks system. Your gift to this program will provide a lasting memory and beautify the community.

Planting a Tree:

1. ***Select a tree.*** We are open to all types of trees, although City Forester will have final approval. Trees are approximately 1½" – 2½" in diameter and 6' - 10' tall. A few tree choices on backside.

2. ***Provide a message.*** A plaque will be installed near the base of the tree with your message. Please note the marker will not be guaranteed after installation.

3. ***Select a location.*** Most of the City parks have space for additional trees. Indicate where you would like to plant the tree. We will try to honor your wishes; however, the City may offer additional recommendations.

4. ***Complete the application.*** Submit application with gift payable to the Marshfield Parks & Recreation Department. A gift of $400 per tree is necessary. The gift reflects the tree, delivery, soil preparation, planting, mulch, watering, perpetual care, and recognition plaque.

5. ***Plant the tree.*** Attendance during the planting is welcome, but not required. Let us know how you would like to be involved. Trees are planted in the spring or fall only.

The Park and Recreation Department will maintain a permanent record of Celebration Trees. The tree will be warrantied for five years, however the marker does not carry any warranty.

Installing a Bench

1. ***Select a location.*** Most of the City parks have space for additional benches. Indicate the location you wish the bench to be installed. We will try to honor your wishes; however, the City may offer additional recommendations.

2. ***Provide a message.*** A plaque will be installed on the bench with your message.

3. ***Complete the application.*** Submit application with gift payable to the Marshfield Parks & Recreation Department. A gift of $1,000 per bench is necessary. The gift reflects the bench, delivery, site preparation, concrete, plaque engraving, and perpetual care.

4. ***Install the bench.*** Attendance during the bench installation is welcome, but not required. Let us know how you would like to be involved.

The Parks and Recreation Department maintains a permanent record of the benches. The bench and recognition plaque will be warrantied for ten years.

Order Form

MARSHFIELD Parks & Recreation

Mail check and order form to:

Marshfield Parks & Recreation Department
211 E Second Street, Suite 211
Marshfield, WI 54449
715-384-4642
www.ci.marshfield.wi.us

Donor Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone (cell): _____

(home): _____

Email: _____

❒ Tree ($400) ❒ Bench ($1000)

Plaque to Read: _____

_____

_____

Preferred Tree: _____

Preferred City Park: _____

- White Pine
- Honey Locust
- Linden
- Swamp White Oak
- Pin Oak
- Horsechestnut
- Kentucky Coffee Tree
- Black Hills Spruce

(See photos on reverse side)