

Kevin M. Byrne  
County Executive



Christopher Ruthven  
Deputy Commissioner  
of Parks

Department of Public Works

Bench Donation Form  
Donation: \$180.00

Donator: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

General bench placement location: \_\_\_\_\_

\_\_\_\_\_

(Donator will be consulted for specific bench location prior to installation)

**Please read the following carefully:**

**Engraving Information:**

Donator is responsible for providing an engraved brass plaque no larger than 36 inches long by 5 ½ inches wide. Plaque must be provided with completed form and donation fee.

**Construction:**

All benches will be constructed by Putnam County Park employees to ensure uniformity with other benches.

**Placement:**

Bench placement will be conducted by Putnam County Park employees to ensure benches do not interfere with maintenance. Donators will be consulted prior to installation.

**Completed forms, plaques, and donations must be returned to:**

Putnam County Veterans Memorial Park  
201 Gipsy Trail Road  
Carmel, New York 10512  
845-808-1994

\_\_\_\_\_  
Signature of Purchaser

\_\_\_\_\_  
Date

For office use only:

Fee Paid: \_\_\_\_\_

Date: \_\_\_\_\_

Received by: \_\_\_\_\_