

# Memorial Forest Tree Order Form

Commemorate the life of a loved one by adopting a tree to memorialize a loved one. Your tree will grow and flourish into a forest that will beautifully honour those who have passed from our community. The West Perth Memorial Forest provides an elegant and lasting way for you to recognize and honour loved ones through a meaningful tribute. This living memorial may provide a source of comfort to those who have suffered a loss.

Remember a family member, friend or colleague who has passed away by purchasing a tree and memorial plaque in his or her name through the West Perth Memorial Forest.

**Applicant Name \***

**Address \***

**Postal Code \***

**Phone Number \***

**Email Address**

**Name for Income Tax Receipt Purposes (if different from above)**

**Plaque wording (your wording will be exactly duplicated on plaque)**

**Payment information:**

Payment of \$250.00 can be made by cash, debit or cheque (payable to *The Municipality of West Perth*) to the following:

Municipality of West Perth, 160 Wellington Street, P.O. Box 609, Mitchell, ON N0K 1N0

We can also accept e-transfer, please contact us for more information on how to complete this transfer by calling the Clerks Department at (519) 348-8429 x 221 or by emailing [clerk@westperth.com](mailto:clerk@westperth.com)

## Tree Selection & Warranty:

The purchaser shall select an available memorial tree, with the assistance of the West Perth Clerk's Department. Although best efforts shall be made to provide for selection of a tree of the purchaser's choice, final discretion shall be maintained by the West Perth Clerk's Department. When purchased, the tree will include a three (3) year warranty period.

## Plaque Details:

A standardized plaque will be placed in the vicinity of the selected memorial tree. Ordering and placement of the memorial plaque shall be completed by the West Perth Clerk's Department and may take up to twelve (12) months to install depending on time of year purchased etc. Plaques are guaranteed for three (3) years. Replacement or repair of a memorial plaque, including actions of theft or vandalism, is the responsibility of MWP within this time period. If the purchaser would like a plaque replaced, a cost of \$65.00 will be incurred to the purchaser to cover the cost of the new plaque and installation.

## Maintenance:

The Municipality of West Perth (MWP) will implement best efforts to ensure that the Memorial Forest and each memorial tree is properly maintained. However, MWP cannot guarantee trees against acts of vandalism, damage or failure as a result of environmental stresses or conditions which may impact negatively on the health of a memorial tree.

Should it become necessary to move, remove or replace a memorial tree at any time for safety, disease related or any other reason(s) deemed necessary, MWP will make every effort to use the same tree species but reserves the right to use or plant an alternative tree species, at the sole discretion of staff.

## Privacy Information:

The personal information, as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected under the authority of the Municipal Act, 2001 and in accordance with the provisions of MFIPPA. Personal information on this form will be used for the purpose of the Municipality of West Perth's Memorial Forest Tree program.

If you have any questions regarding this collection, use, and disclosure of information, contact the Clerk at 519-348-8429 ext. 224 or [clerk@westperth.com](mailto:clerk@westperth.com).

**Signature \***

# Thank You

Thank you for purchasing a Memorial Forest Tree. We will be in touch with you if we have any questions.