

## Park Furniture Donation – Application Form

Saanich Parks | 1040 McKenzie Avenue Victoria BC V8P 2L4 | [parks@saanich.ca](mailto:parks@saanich.ca) | 250-475-5522 | F 250-475-5525 | [www.saanich.ca](http://www.saanich.ca)

**Date:** \_\_\_\_\_ **Donor(s) Name:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Cell:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Alternate Contact Name, Address and Contact Number:**

**Desired Location:**

(what park and where in park) \_\_\_\_\_

**Draft Plaque Wording** (wording on the plaque will not be intended to act as a memorial):

- I understand that after installation, it becomes the property of the District of Saanich and is for the use of the general public. I, the donor, will have no obligation or right to maintain or tamper with the donated item or the area immediately surrounding it.
- The municipality will maintain the donation and repair damage. The municipality has the right to move the item to a different location due to any future unforeseen events.
- I understand that the item will remain for 10 years, at which time I will be offered the opportunity to replace the item for an additional 10 years, at a price to be determined at the time. I will advise the municipality of a change in address or change to the alternate contact information, to ensure that I can be contacted in ten years time.
- I understand that my contact information is being collected for the purpose of administering the furniture donation program.

This collection of personal information is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection of Privacy Act. The information will be used for processing this application. Questions can be directed to the District's Privacy Officer at: 770 Vernon Avenue, Victoria BC, V8X 2W7, t. 250-475-1775, e. [foi@saanich.ca](mailto:foi@saanich.ca)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Submit completed form via email [parks@saanich.ca](mailto:parks@saanich.ca) or fax 250-475-5525

<b>FOR OFFICE USE ONLY</b>	
<b>Date Ordered:</b> _____	<b>Payment Received:</b> _____
<b>Date Installed:</b> _____	<b>Payment Received:</b> _____
<b>APPLICATION #</b> _____	