

Park Amenity Donation Program

General Information:

The Community Services Department’s Park Amenity Donation Program provides a means for individuals and organizations to donate funds to enhance our parks system. Donations to Canadian Municipalities are tax deductible and income tax letters are issued for all donations (\$50+). Please note that donations to the Corporation of the District of Summerland does not constitute ownership of the item, the land upon which it is situated, or surrounding lands. All items donated become the property of the Corporation of the District of Summerland and receive an appropriate standard of maintenance.

The location for all donated items is decided in consultation with Community Services Parks Staff and all other relevant District of Summerland Departments. Once a donation and location have been approved, installation will be completed within a reasonable period depending on the item purchased and the time of year. The donor will be notified after an item has been installed.

Please refer to the attached guidelines and if you require further information regarding the Park Amenity Donation Program, or if you would like to make a donation, contact our office at (250) 494-0447.

Bench	\$4,150	Playground Equipment	\$TBD*
Picnic Table	\$4,900	Sports Field Bleachers	\$TBD*
Tree	\$1,300	Replacement Plaque	\$550
Fire Pit	\$TBD*	Accessible Bench/Picnic Table	\$TBD*
Peach Orchard – Playground or Waterpark Equipment	\$TBD*	Other amenities	\$TBD*

Donation amounts are calculated based on actual costs including labor and administration fees. These amounts are subject to increases each year.

*Items with no cost noted (TBD) are subject to an actual cost assessment.



File Number: _____

District of Summerland Park Amenity Donation Application

GUIDELINES:

1. The District and Donor must both agree on the donation item and location. The District will have final approval of the location for the addition of the new park amenity.
2. The item donated is District property. The District will maintain the donated item as part of its regular inventory, at no further cost to the Donor, for ten years from the time of installation.
3. The District reserves the right to relocate the donated item, if necessary. If a change to the District's infrastructure requires that the donated item be removed, the District will make an effort to replace the item within a reasonable proximity to the original location. If this is not achievable, the District reserves the right to relocate the item to a suitable location determined by the District.
4. At the end of the ten year donation period, the original donor will have the opportunity to renew their donation for an additional ten years under the program guidelines at that time. If the donor is not interested in continuing the donation or cannot be reached within three months prior of the ten year term expiring, the donation may be removed and the plaque returned to the original donor. The District may then choose to make the item available to a new donor. It will be the responsibility of the original donor to keep their contact information current with the District of Summerland.
5. Plaque sizes and materials are standardized and determined by the item being donated. Oversized plaques are not permitted.
6. Plaque wording – donors are encouraged to choose messages that are uplifting, inspirational or promote enjoyment of the park area. Plaques are not intended to serve as replacements for appropriate memorial markers. Dates indicating lifetime and wording that serves to create a memorial of a deceased person will not be permitted. *Examples of permitted wording may include, but not be limited to: 'Enjoy the view', 'Forever Loved', 'Loved by All', 'A Favourite Place', nicknames, popular quotations, etc. ...*
7. If multiple people are contributing to a single donation, then all donation funds must be collected by one donor. Tax receipts will be made out to the 'Donor', unless a letter is provided at the time of payment indicating names, addresses, and amounts for other donors.

By signing below I acknowledge and understand the above listed guidelines and agree to move forward with this application:

Applicant Name: _____

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email: _____

Location Requested: _____

Plaque wording:

Please use the space below to fill out the inscription (including spaces and punctuation)

Please choose from the following options:

<input type="checkbox"/>	Bench	\$4,150	<input type="checkbox"/>	Playground Equipment	\$TBD*
<input type="checkbox"/>	Picnic Table	\$4,900	<input type="checkbox"/>	Sports Field Bleachers	\$TBD*
<input type="checkbox"/>	Tree	\$1,300	<input type="checkbox"/>	Replacement Plaque	\$550
<input type="checkbox"/>	Fire Pit	\$TBD*	<input type="checkbox"/>	Accessible Bench/Picnic Table	\$TBD*
<input type="checkbox"/>	Peach Orchard – Playground or Waterpark Equipment	\$TBD*	<input type="checkbox"/>	Other amenities	\$TBD*
Total Donation Amount: \$					

Signature: _____ Application Date: _____

OFFICE USE ONLY	
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Received By: _____	Date Received: _____
Paid by: _____	Date: _____
Receipt Number: _____	Paid: Cash/Debit/Credit/Cheque cc: Works & Utilities ()

File Number: _____