

Tulsa Parks Donation Agreement

Donor agrees to donate the amount listed below to the Tulsa Community Foundation. Improvement will not be ordered until the full donation amount has been received and deposited into the Tulsa Community Fund.

Benches

- Costs cover purchase and shipping of the bench and plaque, installation of bench and plaque on concrete footing, and maintenance for the bench's life span, a 10-year period. Maintenance includes general upkeep, repairs to routine wear and tear, and removal of graffiti and minor vandalism.
- Parks is not responsible for replacement of bench in the event of destruction due to weather, theft, or significant vandalism, however donor will be given the option to order a new bench at cost for a reduced rate, to be determined by parks department.
- After the bench lifespan (10-year period) damage to the bench may be repaired by parks staff, however if bench has sustained significant damage, such that it is no longer usable, it may be removed at discretion of the parks department maintenance staff.
- After the bench lifespan, bench will remain at its location until such time that it is no longer usable or has sustained significant damage.
- Bench will be removed if in such condition that it poses a safety risk for park patrons.
- Bench may be removed if it interferes with future parks projects, utility work, or other construction deemed necessary by the Tulsa Parks department or other City of Tulsa entities.

Trees

- Costs cover the tree, planting, and maintenance of the tree, as well as the option for placement of a plaque and stake near the base of the tree for an additional cost.
- Tree will be replaced if dead or significantly damaged, within a window of 3 years.
- Parks maintenance staff retains the ability to trim and prune tree as necessary.
- After the 3-year period, significant damage, death, or other circumstances may result in the tree's removal at the discretion of parks department maintenance staff.
- Tree will be removed if it is in such condition that it poses a safety risk for park patrons.
- Tree may be removed if it interferes with future parks projects, utility work, or other construction deemed necessary by the Tulsa Parks department or other City of Tulsa entities.

By signing this agreement, donors agrees to the above stipulations for their donated improvement.

Donor Signature: _____

Donation Form

Send this form and the signed donation agreement to the address below. You can pay by check, with your desired Improvement on the memo line of the check, or you can pay online by scanning the QR code below, or click [here](#). Check the box next to gift donation, enter the Honoree's name. Select "other" as the amount and enter the amount of your selected Improvement donation.

Tulsa Parks Department
1028 E 6th St
Tulsa, OK 74120



Once your donation is received, we will contact you to confirm your inscription and desired location.

Requestee Name: _____

Honoree Name: _____

Contact Phone: _____

Contact Email: _____

Improvement	Cost	
<input type="checkbox"/> Memorial Bench and Plaque	\$3500	_____
<input type="checkbox"/> Memorial Tree and Plaque	\$650	_____
<input type="checkbox"/> Memorial Tree Only	\$450	_____
<input type="checkbox"/> Memorial Plaque Only	\$450	_____
	Total Enclosed:	_____

Inscription (if applicable):

