



Commemorative Item Application

This application is used to request a commemorative bench, bicycle rack, flag pole, (or other as approved) on property owned by the City of Lilburn to honor an individual or group. All requirements and guidelines listed in **Section XX Commemorative Benches, Bicycle Racks, and Flag Poles** of the City of Lilburn Administrative Policy & Procedures apply.

Completed application and payment should be mailed to: City of Lilburn, 340 Main St., Lilburn, GA 30047.

Applicant name: _____

Mailing address: _____

City & State: _____

Email: _____ Phone: _____

Please check the item you are requesting:

Bench:

The metal bench will be black in color and approximately 6' long. The commemorative 2" x 6" metal plate will be secured to the back of the bench. Cost for an existing, available bench is \$300. Cost for a new bench is \$2,500

Bicycle rack:

The metal rack will be black in color and 5-6' long. The commemorative metal plate will measure 2" x 4" and will be placed on or near the bicycle rack. Cost for an existing bicycle rack is \$250. Cost for a new bicycle rack is \$1,500.

Flag pole:

Due to the variance in flag pole sizes and materials depending on the area requested, please contact the City of Lilburn City Manager for location and cost information. A 2" x 6" commemorative plate would be allowed near, but not on, the flag pole.

Preferred location:

Plate inscription information: May be up to three lines with sixteen characters per line. Punctuation marks and spaces count as a character. Suggestions for first line are "In memory of" or "In honor of".

The City of Lilburn reserves the right to deny any application as it deems in its best interest.

For Office Use Only

Status: _____ Location: _____ Installation Date: _____

340 Main Street ▪ Lilburn, Georgia 30047 ▪ www.CityofLilburn.com