

**VILLAGE OF LANCASTER  
TREE DEDICATION APPLICATION**

**Name of Applicant:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**DEDICATION MARKER:** Bronze Plaque measuring 8" x 7" depicting the Village seal and five lines of text.

**1st Line - (circle one):** "Dedicated in Memory of" or "Dedicated in Honor of"

**2nd Line - Name Part 1 (up to 19 characters and spaces):** First name and Middle name if desired

\_\_\_\_\_

**3rd Line - Name Part 2 (up to 19 characters and spaces):** Last name

\_\_\_\_\_

**4th Line - Inscription (up to 34 characters and spaces):** Example: "From Her Loving Children"

\_\_\_\_\_

\_\_\_\_\_

**5<sup>th</sup> Line - Year of Dedication (current year unless otherwise noted)**

Return completed, signed form and fee to:

TREE DEDICATION  
C/O OFFICE OF THE VILLAGE CLERK  
5423 BROADWAY  
LANCASTER, NY 14086.

**Application and Marker Fee:** \$350.00

MAKE CHECKS PAYABLE TO THE VILLAGE OF LANCASTER. ALL FEES DUE AT TIME OF APPLICATION. Your purchase of a marker honors members of our community by dedicating a tree that helps beautify our Village, creates a sense of ownership, and provides a meaningful amenity that users of the outdoors will enjoy and appreciate as time goes by. You are encouraged to take advantage of this opportunity to acknowledge or remember a loved one with a lasting tribute.

**I have read and agree to the Dedication Marker Agreement on the reverse of this page:**

\_\_\_\_\_

Applicant Signature

Date

**DEDICATION MARKER AGREEMENT**

By signing, I agree to the following conditions:

- Wording on the marker will be approved only after review by the Village of Lancaster Forest Advisory Board. Approval may be conditional at the discretion of the Forest Advisory Board.
- The marker will be the property exclusively of the Village of Lancaster and shall not be removed or relocated without the permission of the Village of Lancaster, the Village of Lancaster Forest Advisory Board or the Village of Lancaster Department of Public Works.
- The marker will be affixed adjacent to a tree deemed suitable by the Forest Advisory Board and Village of Lancaster Department of Public Works.
- The timing of the marker placement is contingent on manufacturing times and at the convenience of the Department of Public Works.
- Markers may be temporarily removed at times by the Forest Advisory Board or Department of Public Works when required for landscaping, snow removal, construction, or other maintenance.
- The Village may permanently remove or relocate the marker if the Village determines that removal or relocation is in the Village's best interest.
- Non-perishable items placed by the markers, such as photos, plastic flowers, and beads are not permitted and will be removed.
- The Village of Lancaster reserves the right to adjust the Application and Marker Fee and the Dedication Marker Agreement as needed. Check the Village of Lancaster website ([lancastervillageny.gov](http://lancastervillageny.gov)) for the most up to date information.
- The Village will make every reasonable effort to maintain trees and markers, but will not be responsible for acts of nature, survivability of trees, damage, or vandalism to the trees or the markers. The Village has sole and absolute discretion to make repairs or replace trees and markers but shall not be required to do so.

For questions, please call the Village Clerk's office at (716) 683-2105.

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FOR OFFICE USE ONLY:

Paid: \_\_\_\_\_

Check Number: \_\_\_\_\_

Application Date: \_\_\_\_\_

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FOR FOREST ADVISORY BOARD USE ONLY:

APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_

APPROVED WITH CONDITIONS (explain)

\_\_\_\_\_  
\_\_\_\_\_