

APPLICATION FOR MEMORIALS & DONATIONS TO COMMUNITY PROJECT NOTES

The City of Nedlands welcomes all charitable contributions to the community and the City to achieve better outcomes for all who reside and visit the City of Nedlands.

To guide this, the Council has adopted a *Memorials in Public Places* Policy, but also welcomes donations of other assets and services to offset the ever-increasing costs to ratepayers.

This form assists applicants who wish to contribute by formalising their intentions and the requirements of both parties prior to donations or memorials being introduced. There are two types of contribution which can be made to the City; 1. Memorials and 2. Donations to community projects.

1. Memorials in Public Places (part A):

The current policy outlines all the requirements for temporary and permanent memorials. These currently include (but not limited to); seats, benches picnic tables, gazebos, drinking fountains and decorative light poles. This also includes memorial trees.

2. Donations to Community Projects (part B):

From time to time, projects may arise which the City may administer in full or part, that do not form part of annual projects or programmes, and to which the Community has an opportunity to partner with the City or a number of community groups or clubs to aid in delivery of the project.

This includes donations of funds, materials or in-kind professional or trade services for specific projects or community undertakings.

If you would like to express interest in either avenue to contribute further to the fabric of the community, please fill in the application form with:

- Applicant Details
- Part A – Memorials, and / or Part B – Donations to Community Projects
- Signed and completed declaration

And submit to the provided address to begin the process. Attachments are acceptable if included with a completed form.

NOTE: Specific details within all applications are treated as confidential (unless otherwise indicated), and only available to The City of Nedlands Council and Administration to determine applications on a case-by-case basis. This City however reserves the right to liaise with affected stakeholders confidentially to assess details outlined. Should this occur, the applicant will be informed prior to doing so.

APPLICANT DETAILS

Applicant name:

Organisation:

Email:

Postal address:

Phone number:

Mobile number:

Nature of Contribution: Memorials (Complete Part A) Donation (Complete Part B)



PART A – Memorials In Public Places			
Tenure of Memorial:	<input type="checkbox"/> Temporary	<input type="checkbox"/> Permanent	
Type of Memorial:	<input type="checkbox"/> Furniture	<input type="checkbox"/> Structure	<input type="checkbox"/> Tree
Name of person(s) in honour of memorial:			
Period residing within the City of Nedlands:			
Contribution to the City of Nedlands:			
Birth and passing date:	Date of Birth:		Date of passing:
If furniture – indicate type (bench, fountain, etc):			
Family or organisation support obtained from:			
Preferred Location:			
Location Photo and/or Map:			

NOT APPLICABLE TO THE SHIRLEY FYFE PARK GAZEBO PROJECT



PART B – Donations To Community Projects			
Name of Project (if applicable):			
Type of Donation:	<input type="checkbox"/> Materials / Artwork	<input type="checkbox"/> Financial	<input type="checkbox"/> In-kind Services
Details of Donation(s) (scale, size, background and other description):			
Alignment of Donation with Project:			
Terms, Limits or Conditions of Donation:			
Warranties, guarantees or caveats transferable on Donations:			
Estimated market value of donations:			
Availability of Donation:	From:		To:



DECLARATION OF APPLICANT

I _____ (Full Name), acting on behalf of
_____ (relevant party), declare that:

- A. I am duly authorised by the relevant parties to make this application;
- B. I have read and understand the relevant associated documents, including but not limited to the ‘City of Nedlands Memorials in Public Places Policy’ found on the City website;
- C. The information provided above and attached is true and correct to the best of my knowledge;
- D. I shall promptly notify the City of Nedlands in writing of any changes to the information contained in this application and attachments;
- E. Any funds/materials or services granted to the City of Nedlands will be used in the manner outlined and for the intended purposes stated in this application;
- F. To the best of knowledge there will be no conflict of interest between the applicant and the City of Nedlands arising from this application;
- G. The City of Nedlands reserves the right to consider every application on individual merit and may accept applications, in full, part, or not at all;
- H. I, the applicant indemnifies the City of Nedlands and its officials and employees against any/all liabilities as a result of any action, suit, claim, demand or proceeding taken or made by any third party arising from or in connection with this application or any activity in relation thereto;
- I. I, the applicant shall not make any misleading public statement concerning this application;
- J. Nothing in completing this application may be construed to make the applicant a partner, agent, employee or joint venture of the City of Nedlands, unless otherwise expressed by the City;
- K. I, the applicant shall not represent that the applicant or any of its members, employees or officials are the employees, agents, partners or joint ventures of the City of Nedlands; and,
- L. I understand that all applications are confidential unless otherwise indicated by the applicant, however, note the City may contact stakeholders to determine details and merit.

Signature of Applicant: _____

Date: _____

Name of Applicant: _____

Pre-Submission Checklist

- Applicant Details in Full
- Part A – Memorials In Public Places OR Part B – Donations To Community Projects
- Any attachments completed and clearly labelled / referenced in application.
- Declaration of Applicant (Signed)

Please submit this completed application via one of the following methods:

- Email to council@nedlands.wa.gov.au
- Mail to City of Nedlands, PO Box 9, Nedlands, WA 6009
- Deliver by hand to City of Nedlands Administration, 71 Stirling Hwy Nedlands WA 6009, Mon-Fri 8:30am - 5:00pm