



CITY OF VANDALIA
COMMEMORATIVE BENCH PROGRAM
ORDER FORM

Donor Name: _____

Donor Address: _____

Donor Phone Number: _____

Donor E-Mail Address: _____

Name of Person or Event being honored: _____

Location Requested (Please mark at least 3 choices in order of preference with a # beside location.)

We will make every effort to place your Commemorative Bench in the location requested below.

The location will ultimately be determined by the Facilities Superintendent based on conditions and maintenance requirements of the site selected .

☐	Ashbury Farms Park	☐	Jeffers Park	☐	Seeger Park (Senior Center)
☐	Brown School Woods Park	☐	Justice Center	☐	Vandalia Art Park
☐	Cassel Hills Golf Course	☐	Maple Street Green Space	☐	Vandalia Recreation Center
☐	Cassel Hills Swimming Pool	☐	Municipal Building	☐	Vandalia Sports Complex
☐	Copperfield Park	☐	Poplar Hills Cemetery	☐	Victory Park
☐	Helke Park	☐	Robinette Park	☐	Warner Park

Size Requested

- All benches are black.
- Cost includes bench, plaque, and shipping. Installation provided by the Vandalia Parks and Rec Maintenance Staff.
- Current cost available upon request.

☐	6' Bench
☐	8' Bench

Please choose the wording for the Commemorative Plaque that will be placed on the bench.
The plaque is 2.5" x 10" and can accommodate up to 4 lines, with about 30 letters per line.

Line 1: _____

Line 2: _____

Line 3: _____

Line 4: _____

Office Use Only (Activity Number 490009-02)

Date Received:

Received By:

Date Paid:

Amount Paid:

Updated 2/1/2023