



Peppermint Grove
The Garden Shire

REQUEST FOR MEMORIAL PLAQUE AT FRESHWATER BAY

To apply for a memorial plaque to be placed on the Memorial Wall at Freshwater Bay Foreshore, complete the application form attached. To be eligible:

1. The person named on the plaque is/are to be deceased, is to have had a connection to the Shire, or has lived in the Shire of Peppermint Grove for a minimum of 10 years, unless there are extenuating circumstances.
2. The applicant is to complete the application form and submit it to the Shire of Peppermint Grove for approval.
3. The application will be assessed by the Chief Executive Officer. If approved, the applicant will be contacted for payment. The fee is set annually in the Shire's Schedule of Fees and Charges.
4. There will be no charge for affixing of the Commemorative plaque, however the cost of its removal and/or replacement will be charged to the applicant.
5. The Shire reserves the right to remove a plaque without notice at any time for any reason.



Peppermint Grove
The Garden Shire

MEMORIAL PLAQUE APPLICATION FORM

Name:

Address:

Phone:

Email:

Name of the person the plaque is commemorating:

Your connection to this person:

Has the person on the plaque lived in the Shire of Peppermint Grove for 10 years?

What was their address in Peppermint Grove?

If not a resident, how is the person named connected to the Shire?

The layout text to be displayed on each plaque is outlined below and is limited to 100 letters, an example is provided in the attached:

**In Loving Memory of
JOE BLOGGS
18 June 1938 to 19 July 2022
Cherished husband of Ethel
Father of Tom, Dick & Harry
Rest in Peace.**

Detail the proposed text to be displayed: _____

The plaques will be a standard size 150x150 mm and made from stainless steel.

Once the CEO of the Shire has approved the application, a fee of \$400 is to be paid prior to the Shire commissioning the engraving. You will be contacted when the artwork is ready for approval..

I hereby agree to the Shire of Peppermint Grove's conditions.

Name: _____

Address: _____

Phone number: _____

Email: _____

Signature: _____

PAYMENT OPTIONS

In person, Monday to Friday during office hours 8.30 am to 4.15pm.

By mail, post to Shire of Peppermint Grove, PO Box 221, Cottesloe, WA 6911

Credit Card (Visa or Master card only), cash, or cheque made payable to the Shire of Peppermint Grove.

CREDIT CARD DETAILS

CARD TYPE *(please tick the appropriate box)* ☐ VISA ☐ MASTER CARD

CARD HOLDER'S NAME:

.....

CARD NUMBER

CVC

CARD EXPIRY _____

AMOUNT \$ _____

CARD HOLDER'S

SIGNATURE _____

Your signature gives authority for The Shire of Peppermint Grove to debit the full amount as shown above.

Office Use Only: Chart of Accounts: 11340/1001/0420

Sample Plaque

