



DONATION FORM	NUMBER.
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Name:
Organisation:
Address:
Postcode:
Email address:
Phone Number:

Location for Donation; include as much detail as possible.

Type of Donation (include as much detail as possible such as specification, estimated costs)

PROPOSED MONUMENT/DONATION DESIGN <i>I confirm that I have read the Donations protocol & agree to adhere to the guidance. I agree that installation will only take place once payment has been received and the works scheduled. I will advise the Council if there is a change to my contact details. I will ensure that any future inscriptions are agreed by the Town Clerk prior to any works being undertaken.</i>
Signed..... on behalf of the donor Date

PROPOSED OR ADDITIONAL INSCRIPTION

Office Use Only:
Agreed Location of Donation:
Donation Agreed:
Approved by Town Clerk:
Approved by Facilities committee: