

# BAY CROSSING COMMON AREA MEMORIAL/DONATION APPLICATION

APPLICANT'S INFORMATION:

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Person Being Memorialized (if applicable): \_\_\_\_\_

Type of Memorial/Donation Requested (i.e., tree, bench, etc.): \_\_\_\_\_

\_\_\_\_\_

Desired Location of Memorial/Donation: \_\_\_\_\_

\_\_\_\_\_

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Applicant must arrange and pay for marking location of irrigation and utility lines after memorial is approved by doing the following:

1. Irrigation Marking – A copy of the approved Memorial/Donation Application will be forwarded to the Property Management Co. and they will forward to Sposato. Make sure you indicate this is a common area. Sposato will contact you to arrange time & date for marking. Cost, normally \$75.00, will be billed to applicant.
2. Utility Marking – Once approval is received, applicant must contact Miss Utility at 811 or 800-282-8555 (there is no cost for this). Be prepared to give a detailed description of location to the automated system.

Project must be completed within six (6) months of request, unless mitigating circumstances are approved.

The Grounds Committee will be happy to assist you with the type and location of memorial/donation if you do not have anything specific in mind. Just indicate "request assistance" under type and/or location above.

I attest that I have read, understand and agree to the Guidelines for Memorials/Donations in Common Areas.

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Deliver this application in person, by mail, e-mail or fax to the Chairperson of the Grounds Committee.

\_\_\_\_\_  
Application Received By

\_\_\_\_\_  
Date