



**TOWN OF WELLFLEET
APPLICATION FOR BENCH ON TOWN-OWNED PROPERTY**

Applicant _____

Email address _____

Telephone Number _____

Mailing Address _____

Location requested: _____

Plaque text requested: _____

Applicant acknowledges and agrees to the guidelines for privately donated benches on Town property summarized on the reverse. Complete guidelines are on the Town web site: <http://www.wellfleet-ma.gov>

Action by the Town Administrator

_____ Approved for the following location: _____

_____ Disapproved for following reason(s): _____

Town Administrator

Date: _____

(over)

Page 2: Synopsis of guidelines for privately donated benches on Town property:

1. All benches and plaques on them will be of uniform design consistent with the existing benches at the Marina.
2. Benches will be ordered, assembled and installed by the town DPW department on a “time available basis” after receipt of funds and approval of location by the Town Administrator.
3. When benches become unserviceable due to age or damage, they will be removed by the DPW. To the extent reasonably possible the donor will be offered an opportunity to recover any attached plaque. If the bench being removed is in a location where a bench remains appropriate the original donor will be offered an opportunity to fund replacement or repair of the bench.
4. Benches are limited to “one to a customer.” Some flexibility and judgment will be required in the exercise and application of this rule. Donors may not be offered an opportunity to replace a bench which is to be removed as damaged or unserviceable if replacement would violate the “one to a customer” rule.
5. The Town will not warrant the condition of the benches and does not undertake to maintain them in any particular state. The economic risk of wear and tear, damage or theft remains with the donor.