Bench & Picnic Table Sponsorship Agreement

The Commemorative Sponsorship program, operated by the Foundation on behalf of Sonoma County Regional Parks, provides families, groups, and individuals an opportunity to celebrate loved ones, special events or milestones. At the same time, these thoughtful tributes help support and augment Sonoma County's beloved parks!

Sponsorship Program Policy: ***Please read all 3 pages before signing on last page.***

1. This policy helps park users support Sonoma County Parks by dedicating a park structure through a tax-deductible contribution. Sponsors may create a tribute to a loved one; celebrate a treasured anniversary, birthday, or graduation; or just express appreciation for Sonoma County's beautiful parks.
2. The plaque associated with a park structure is symbolic of the sponsorship and does not entitle the donor to ownership of the structure. Please do not paint, stain or lacquer park enhancements. All structures are maintained by staff according to Regional Parks' standards.
3. Please do not leave personal items, including vases or flowers, on the picnic table or bench. This furniture is located in a public park and must be available for use by the public. If items remain at the site parks staff will need to remove them.
4. Sponsorships are accepted depending upon location and availability. A commemorative plaque is included in the cost. If your preferred park does not have bench or table sites available, you may request to be put on a waiting list.
5. Installation requires an estimated 4 months, but may take longer due to unpredictable circumstances. We will strive to meet a requested installation date, but it cannot be guaranteed.
6. Complete funding for the sponsorship must be processed before any work commences. Current sponsorship levels are $3,500 for either a bench or a picnic table. Sponsorship amounts are adjusted periodically and may change without notice. We have a limited number of "premium" opportunities – benches or picnic tables at highly desirable locations ($5,500), or more substantial commemorative opportunities, such as a cabin at the Spring Lake campgrounds, group BBQ, or bear-proof trash and recycling receptacles. Please inquire for details.
7. **The sponsorship period will last 10 years.** During that time, Sonoma County Regional Parks guarantees maintenance of the bench or table by its staff.
8. After 10 years, the sponsored furniture will be available for renewal with the first right of refusal given to you, the current sponsor. If the current sponsor chooses not to renew the sponsorship, the furniture may be removed and the site may be rededicated.
9. Regional Parks retains the right to relocate a bench or picnic table at any time. If the furniture needs to be relocated, the Department will attempt to contact the donor to discuss an alternate location. The Department will make the final determination for the furniture's location.
10. In many cases, donors may choose a bench or picnic table already in place. If sponsored, Regional Parks staff will determine whether to add a plaque to the existing furniture or replace it. The same fees apply to existing and new picnic tables and benches.
11. A maximum of 5 lines and 24 characters per line is permitted on the plaque. Spaces and punctuation apply. Due to the size of certain letters, a change in wording may be requested for readability. Text is subject to approval by Regional Parks and Parks Foundation staff, and text/plaque size may be altered depending on the style of furniture.
12. The recognition plaque is not intended as a memorial marker and may not include birth and death dates or years. Messages should be simple statements recalling the event or person(s) recognized.
13. Simple artwork may be permitted on the plaque and will use some of the maximum wording space. Artwork is subject to the approval of the Parks.
14. If the plaque is damaged or vandalized, we will inform you and give you the option to purchase a new plaque. Only bench and table sponsorships are covered by this policy. A donor requesting any other sponsorship or dedication should contact the Parks Foundation at (707) 565-1355 or visit out our website: *sonomacountyparksfoundation.org*

~~End of Policy~~

Bench and Picnic Table Sponsorship Application

Questions? Contact Jodie Ellis at (707) 565-1355 or jodie.ellis@sonoma-county.org. All applications are reviewed for appropriateness and are subject to approval. Please type or print legibly!

Name_____ Date _____

Address_____ Phone _____

City, State, Zip _____ Email _____

1. Item sponsored: _____Bench _____Picnic Table _____ Other: _____

2. Regional Park: _____Site ID #_____
(provided by staff when selection finalized)

3. Proposed Text for Plaque: 5 rows, 24 characters *(punctuation and spaces = 1 box).* Please provide desired text below, including preference for upper or lower casing, italics, etc. This is not final – you'll receive a proof for approval. The manufacturing rep may suggest changes to improve readability. *Regional Parks reserves the right to approve all content.*

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

4. Payment: Confirmation of sponsorship must be completed prior to payment. The Foundation is a certified 501(c)(3) tax-exempt charitable organization. Your sponsorship of a park bench or picnic table is tax deductible. Checks should be made payable to Sonoma County Parks Foundation. All major credit cards are accepted. Please print and mail the signed agreement to the address below, or scan/email.

Sonoma County Parks Foundation
400 Aviation Boulevard, Suite 100
Santa Rosa, CA 95403
Attn: Bench Sponsorships

5. I have been given and have read, fully understand, and agree to abide by the Bench and Picnic Table Sponsorship Program Policy. My signature below on page 3 indicates that I have read this document in its entirety, and I understand that:
   - Sonoma County Regional Park managers make all final decisions, including but not limited to availability, locations and bench style.
   - ADA benches may be substituted upon discretion of the Regional Park staff.

- All language used on recognition plaques is subject to approval, and the plaques shall not include birth and death dates.
- As a tax-deductible sponsorship, all donated benches or picnic tables are the property of Sonoma County Regional Parks and will be maintained according to Department guidelines. Bench or picnic table sponsors are not permitted to paint or stain the benches.
- At the end of the 10-year sponsorship period, the bench or picnic table will be available for renewal, with the first right of refusal given to the original donor. Every attempt to contact the original donor will be made. The Sonoma County Regional Parks Foundation and Sonoma County Regional Parks will not be held responsible if the contact information on file is outdated and the original donor cannot be contacted.

Signature of Donor_____ Date:_____

Printed Name:_____

Your signature indicates that you have read and agreed to all 3 pages of sponsorship program policies.

Additional 1 - 2 contacts *(required)* in case staff unable to reach/locate original sponsor:

Name1:_____ Relationship:_____

Phone:_____ Email:_____

Address:_____

Name2:_____ Relationship:_____

Phone:_____ Email:_____

Address:_____

Future Correspondence

Your generous donation to The Parks Foundation qualifies you to receive VIP invitations to special events such as guided hikes, park preview days, or insider Zoom updates with Regional Park staff.

Please circle an answer to the following questions so that we know how you would like to stay in touch.

YES or NO I would like to receive VIP invitations from the Parks Foundation

YES or NO I would like to receive the monthly Parks Foundation e-newsletter

YES or NO I am a current Foundation donor, so I'm ok receiving 1-2 mailings a year

YES or NO I am interested in learning more about making a bequest to the Parks Foundation through my trust or will