



## Bench and Picnic Table Sponsorship Program

*This program of the Sonoma County Regional Parks Foundation accepts charitable sponsorships of “park furniture.” Furniture sponsorships provide funds to help support and enhance Sonoma County’s beloved parks. Dedicating a bench or picnic table provides a thoughtful gift for your beneficiary. Best of all, your sponsorship helps support parks countywide.*

Bench and Table 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 bench or picnic table through a tax-deductible contribution. Furniture 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 bench or picnic table is symbolic of the sponsorship and does not entitle the donor to ownership of the furniture. Please do not paint, stain or lacquer or otherwise alter the benches or tables. All furniture is 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 3 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 \$1,500 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 a highly desirable location, or more substantial commemorative opportunities, such as a group BBQ or campground. 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. If the plaque is damaged or vandalized, Regional Parks’ staff may remove it and will contact you regarding its replacement costs.
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. If non-sponsored furniture is currently located in a site the donor desires, the donor may request that location. 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 to serve as a memorial marker; birth and death dates are not encouraged. 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.
15. 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.

~~End of Policy~~



# Bench and Picnic Table Sponsorship Application

If you have any questions regarding the program, please contact Pam McBride at (707) 565-1355 or [pam.mcbride@sonoma-county.org](mailto:pam.mcbride@sonoma-county.org). All applications are reviewed for appropriateness and subject to approval.

Please type or print legibly.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City, State, Zip \_\_\_\_\_

1. Sponsorship Information: (please indicate the sponsorship type) \_\_\_\_\_ Bench \_\_\_\_\_ Table \_\_\_\_\_ <sup>Additional</sup>Plaque  
(includes plaque) (includes plaque)
2. Desired Park choice: (1<sup>st</sup>) \_\_\_\_\_ (2<sup>nd</sup>) \_\_\_\_\_ (3<sup>rd</sup>) \_\_\_\_\_

3. Proposed Text for Plaque: 5 rows, 24 characters (punctuation and spaces included). Please provide your desired text – written exactly how you would prefer it to read. The plaque manufacturer may suggest changes to improve readability. Corrections or changes may result in added fees or delays in installation. *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 Sonoma County Regional Parks Foundation is a tax-exempt charitable organization. Your sponsorship of a park bench or picnic table is tax deductible. Please make your check payable to: "County of Sonoma" and return this form and payment to:
- Sonoma County Regional Parks Foundation  
 Attn: Pam McBride  
 2300 County Center Drive, Ste. 120A  
 Santa Rosa, CA 95403

For MasterCard or Visa payments, please contact Pam McBride at the information at the top of page.

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 Parks’ 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 Parks’ staff.
  - All language used on recognition plaques is subject to approval.

- 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.**

Signature of Donor \_\_\_\_\_ Date: \_\_\_\_\_

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

*As stated in #5 on page 2, Your signature indicates that you have read and agreed to all 3 pages of sponsorship program policies.*

Additional contact information:

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

(Please do not write below this line, area is used by office)

- 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.