

Donation Form

Date: _____

Donor: _____ Phone: _____

Item to be Donated _____

Location Request: _____

Estimated total cost: (You will be responsible for the Actual Cost.) _____

If donation is a Bench with personalization, please provide personalization (plaque will be no more than 8 inches by 3 inches w/ 3 line maximum: _____

Please allow sufficient time for installation of your donation. Weather, delivery times and work schedules all may influence the time required.

Delivery and tax are additional and the responsibility of the donor. HGRD is an independent Special District operating under section 418 of the Florida Statutes. Your contributions are deductible for tax purposes to the extent allowed by law.

Placement of donation may be requested and the HGRD will do its best to honor requests, but the HGRD will make the ultimate decision.

Donations become the property of Herons Glen Recreation District. The District accepts no responsibility for replacement if a donation is damaged or destroyed.

Donor's Signature _____

Thank you so much for supporting the Herons Glen Recreation District with your donation.

For HGRD staff use:

Actual Location of Donated Item: _____

Date Ordered: _____

Date Received: _____

Date Installed: _____

Benches are to be Kirby Built – SKU:ABC1470 – Size 6 ft. black frame, brown seat & backrest. Code Benches and plaques to 60-7150. Plaques are to be no more than 6 inches by 2 inches.

Actual Final Cost \$ _____

HGRD Staff member overseeing the Donation

Position

Adopted at the March 27, 2019 HGRD Board Meeting