



Municipality of Murrysville
4100 Sardis Road, Murrysville PA 15668

Phone: 724-327-2100 Fax: 724-327-2881
Website: www.murrysville.com

Municipality of Murrysville Bench Request Process

1. Bench request inquiry:
2. Complete and return a gifting and donating release statement, which will be provided to you
3. The cost of a bench donation is \$500.00 for a wooden bench and \$1000.00 for a composite bench, which includes the bench, engraving, installation, and maintenance for the life of the bench.
4. Payment can be made by check or cash in advance with the request, after approval, or at any time in between. Checks can be made out to Municipality of Murrysville.
5. The gifting release statement does not allow for any information to be provided so please return the bench form, which allows space for your requested inscription (if known at the time of submission) and what park is preferred.
6. Applicant will be contacted after each approval and before installation to ensure installation in their preferred location.
7. Process:
 - Parks & Recreation Commission approval (2nd Tuesday of each month)
 - Council approval (1st and 3rd Wednesday of each month)
 - Wooden benches are sent out for engraving, composite benches arrive engraved from the supplier
 - Once completed, Public Works will contact applicant before installation
 - Payment needs to be made before installation

Please contact the Recreation Department at 724-327-2100 x115 or x131 with any questions.
Thank you

Mayor
Regis J. Synan

Chief Administrator
James Morrison

Council
President – Joshua Lorenz
Vice President – Loren Kase
Toni Brockway
Dayne Dice

Jamie Lee Kornis
Tony Spadaro
Carl Stepanovich





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Municipality of Murrysville Bench Donation Inscription Request form

Please check the box for which type of bench you are ordering

| | | | |
|--|-------------------------|---|--|
| <p><u>WOODEN BENCH</u></p> <div style="text-align: center;"> <input type="checkbox"/> </div> | <p>\$500.00</p> | <p>Bench inscriptions are routed into the three back boards of the bench then painted</p> |  |
| <p><u>COMPOSITE BENCH</u></p> <div style="text-align: center;"> <input type="checkbox"/> </div> | <p>\$1000.00</p> | <p>Benches arrive already engraved from the supplier</p> |  |

Because of the limited engraving space available,
INSCRIPTIONS SHOULD NOT EXTEND MORE THAN 25 CHARACTERS PER LINE/PER BOARD.

This will allow for the best size font to be used and will be easiest to read.

Inscriptions can only be placed on the back boards, not on seat boards.

Please include your desired inscription in the spaces below:

LINE 1 _____

LINE 2 _____

LINE 3 _____

Please list the park where you prefer your bench to be donated: _____

Benches in Duff Park are not being accepted at this time

Name: _____ Date: _____

Address: _____

Email: _____ Phone: _____

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