



**REQUEST FOR COMMEMORATIVE PLAQUE
RSL WALL, MEMORIAL PARK – BAY VIEW TERRACE, MOSMAN PARK
ADMINISTRATION ENTRY STATEMENT**

Applicant:	Name:	
	Address:	
	Phone Numbers: (H)	(W)
	Fax Number:	Email:
	Signature:	
	Date:	

TERMS AND CONDITIONS

The granting of approval for the placement of a commemorative plaque on the limestone walls at the “Memorial Park” entry statement will be determined by the Mosman Park Sub-branch Returned and Services League in accordance with the following conditions:

1. The Plaque is to be attached to the inner face of the walls, with the Council determining upon which wall it is to be placed.
2. The positioning of the plaque will be under the supervision of Council staff.
3. The plaque is to be made of marine quality stainless steel with stainless steel mountings.
4. The plaque shall be 145mm in length, 120mm in height and 1.2mm thick.
5. **The legend to be engraved on the plaque must be in accordance with the requirements of the Mosman Park Sub-branch Returned & Services League and without exception, shall contain the following information only;**
 - a. **Regimental Number**
 - b. **Rank**
 - c. **Initials, Surname and Post Nominals**
 - d. **Branch of Defence**
6. All future maintenance of the plaque remains the responsibility of the applicant or the applicant’s family. *(Please refer overleaf).*
7. Failure to maintain the plaque following notification by the Council may result in the removal of the plaque at the Council’s discretion

8. No responsibility shall be taken by the Council for any damage to the plaque or for its unauthorised removal.
9. The applicant indemnifies the Council in writing against any loss, damage or inquiry arising from the placement of the plaque.
10. The costs associated with the production and engraving of the plaque must be made direct between the applicant and the company.

Summary of Associated Costs	Commemorative Plaque	Applicants cost
	Affixing of Commemorative Plaque	Cost covered by Town of Mosman Park
	Ongoing Maintenance	Applicants cost

Please indicate below the information to be engraved on the plaque

(in accordance with the requirements shown at condition No.5 overleaf).

Regimental No:
Rank:
Initials:
Surname:
Post Nominals: (Letters placed after name denoting Military Award e.g. Victoria Cross VC and/or National Award e.g. Order of Australia AO)
Branch of Defence: (e.g. Army, Navy, Air Force etc.)

Please Note:

Application forms must be returned to the Town of Mosman Park, PO Box 3, Mosman Park, WA 6912 to enable consideration by the Mosman Park Sub-branch, Returned & Services League. Applicants will be advised by the Town of Mosman Park of the outcome of their application in due course.

MAINTENANCE AGREEMENT

I, _____

Of, _____

HEREBY AGREE to the Town of Mosman Park's conditions stipulated on the previous pages.

Having noted Condition 6, I will advise Council of the person or persons responsible for the ongoing maintenance of the plaque.

(Insert details of person responsible for ongoing maintenance of the plaque below)

Name:		
Address:		
Phone Numbers: (H)		(W)
Fax Number:		Email:
Signature:		Date: