



Guidelines for Gifts and/or Memorials for the Barefoot Bay Recreation District

All gifts and /or memorials plans must be submitted for review by the Community Manager for compliance with the guidelines below. Those meeting the criteria below may be recommended for acceptance to the Board of Trustees at a regularly scheduled meeting. Acceptance of any memorial or gift meeting the criteria shall be at the discretion of the Board of Trustees. The Board of Trustees reserves the right to decline the acceptance of gifts or memorials due to inappropriateness, restrictions placed upon the gift or memorial and any potential financial or legal liability and for any other reason.

1. No gifts or memorials may be considered until the person has been deceased for more than 90 days.
2. Residents desiring to donate gifts and/or memorials shall work with staff to determine the costs of the memorial or item. The cost of the item will be presented to the donor. BBRD will purchase the item after the resident has paid for the item(s) and assume legal liability for the item.
3. No restrictions can be placed on the use or ownership of the gift or memorial. The BBRD is the sole owner of all gifts and will determine the use of the gift or memorial.
4. The gift or memorial must be deemed appropriate by the Community Manager and the Board of Trustees.
5. The Community Manager must determine all short and long-term costs of all gifts and memorials. These costs shall include the maintenance, repair, upkeep, insurance and/or any other hazards or liability. The placement of any memorial or gift shall not interfere with the maintenance of District facilities.
6. The acceptance, placement, use and removal of gifts and memorials are at the sole discretion of the district.
7. Plaques for all memorials shall not be considered permanent and will be removed at the sole discretion of the district when they deteriorate.

Barefoot Bay Recreation District Policy Manual Section 3.5

www.bbrd.org

625 Barefoot Blvd, Barefoot Bay, FL 32976
Administration Building Phone: 772.664.3141
Fax: 772.664.1928



Memorial/Gift Request Form

Select One: Memorial Bench ☐ Memorial Tree ☐ Gift ☐

In Memory Of: _____

Name of Donor or Representative: _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

Requested Location: _____

Requested Bench Style/Tree species: _____

Description of requested memorial/gift

If you would like a name placed on the memorial, please include it in the description below.

If you are requesting a **bench**, please indicate what you would like written on each plaque/plank

By signing below, the donor acknowledges and agrees to abide by the Barefoot Bay Recreation District Gifts/Memorials Guidelines, which can be found in section 3.5 of the Barefoot Bay Recreation District Policy Manual.

X

Signature _____

Please submit this form to the Office of the District Clerk, 625 Barefoot Blvd, Barefoot Bay, FL 32976 or email to Cindy Mihalick at cindy.mihalick@bbrd.org.

www.bbrd.org

625 Barefoot Blvd, Barefoot Bay, FL 32976
Administration Building Phone: 772.664.3141
Fax: 772.664.1928

Updated June 2022