

## **MEMORIALS POLICY**

Deerlake Village Community Association

Deerlake Village residents have expressed interest in memorials to honor deceased residents. In fact, some trees have been planted for this purpose in the past. . It has been suggested that other memorials such as gardens and benches would also be appropriate. It is important however, that Deerlake common areas not become a memorial park and that any memorial be kept strictly within the guidelines of the LRC Long Range Landscape Plan.

A resident or residents wishing to create a memorial should:

1. Speak with the next of kin about their preferences for a memorial.
2. Select a project in the LRC Long Range Landscape Plan or approved by the LRC.
3. Obtain a cost, which includes purchase and installation of the memorial, from the Chair of the LRC.
4. Place a short (two or three lines) announcement of the intent to create a memorial in the *Deerlake Diary* to give interested parties a chance to contribute. Send the announcement to the editor (preferably by email). Solicitation by email is permitted, however no phone or door-to-door solicitation for such funding is allowed. Collection of funds in excess of the cost of the memorial will not be accepted by the DVCA.
5. Write a check payable to Deerlake Village Community Association for the total amount and mail or give it to the Treasurer. Include a note or copy of the *Diary* announcement so the Treasurer knows how to direct the check.
6. Only one memorial per resident may be created in accordance with these guidelines adopted by the DVCA Board.

Upon receipt of a check, the memorial will be purchased and installed; will become a part of the landscaping of the Deerlake Common Elements; and will be cared for with other landscape elements.

The Donor will be notified by the LRC after the installation and may submit a brief announcement to the editor of the *Diary*. According to the wishes of the donor(s) and the family, a dedication may be held following the installation.

No plaque or other identifying marker may be placed on or beside the memorial.

This policy was approved by the DVCA Board of Directors on the 31<sup>st</sup> day of January 2008.