



Town of Bradford West Gwillimbury
 305 Barrie St, Unit 2
 P.O. Box 419, Bradford, Ontario, L3Z 2A9
 Telephone: 905-778-2055
 Fax: 905-778-2070
www.townofbwg.com

APPLICATION FOR HERITAGE PLAQUE PROGRAM

The following is an application for the Town of Bradford West Gwillimbury's Heritage Plaque Program. The purpose of the program is to commemorate and celebrate BWG's heritage. Should you wish to purchase a plaque and participate in the program please (1) review criteria, (2) complete the below fields and (3) select and provide the fee and a (4) current photograph of the property.

Should you have questions or require further information please contact the Division of Community Planning at 905-778-2055 x 1400.

All personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act, as amended, and will be used for the purposes of reviewing this application only. Questions regarding this collection may be directed to the Manager of Community Planning, 305 Barrie Street, Unit 2, P.O. Box 419, Bradford, Ontario, L3Z 2A9, Telephone: 905-778-2055, ext. 1401, Fax: 905-778-2070.

OWNER CONTACT INFORMATION

Registered Land Owner(s):					
Address:					
Municipality:		Province:		Postal Code:	
Telephone No.:			Fax No.:		
Email:					

PROPERTY INFORMATION

Municipal Address:	
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CRITERIA AND PLAQUE INFORMATION

To be **eligible** for the Heritage Plaque Program your property must be **designated or listed** on the Town's Heritage Register or the building of interest must be **at least 100 years old**. The Town's Heritage Register can be located at:

<https://www.townofbwg.com/Pages/Community%20and%20Events/Heritage-Properties.aspx>

If your property does not meet eligibility criteria, but you believe your property contains heritage attributes that should be evaluated please contact the Division of Community Planning at 905-778-2055 x 1400.

Please identify the owner name and occupation you would like as shown on the plaque. Alternatively, if owner name and occupation is not applicable the building name and address can be shown.

Criteria:	<input type="checkbox"/> Designated <input type="checkbox"/> Listed <input type="checkbox"/> Age
Original or Notable Owner(s):	

Occupation:	
Approximate date of Construction:	
Historic Name of Building:	
Current Photograph of Property (required)	<input type="checkbox"/> Provided

FEE

You must **check one** (1) box and include the **required fee**.

- If you are willing to wait for a total of four (4) complete applications to be received the cost for one (1) acrylic heritage plaque is \$102.00 + HST (\$115.26 combined).
- If you would like your plaque application to be processed immediately individually the cost for one (1) acrylic heritage plaque is \$144.00 + HST (\$162.72 combined).

RESEARCH INFORMATION

Owners are encouraged to research their property and include research with the application form including but not limited to:

- | | |
|---|--|
| <input type="checkbox"/> Historic Photo(s) | <input type="checkbox"/> Family Records / Diaries |
| <input type="checkbox"/> Assessment Records | <input type="checkbox"/> Newspaper Articles |
| <input type="checkbox"/> Stories | <input type="checkbox"/> Census Information |
| <input type="checkbox"/> Property Deed / Abstract | <input type="checkbox"/> Cover Letter / Summary of Research Findings |
| <input type="checkbox"/> Maps | <input type="checkbox"/> Other(s) (please specify) |

*** Please provide copies **ONLY**.

Other/Stories/Comments (Please attach extra page if required):

SAMPLE PLAQUE

Plaques are 8.5" x 14" x ¼" and constructed from clear acrylic with second surface graphics. The life expectancy is 25+ years.



FILL IN YOUR PLAQUE

Please PRINT corresponding fields on below example plaque. Please include (1) YEAR OF CONSTRUCTION, (2) NOTABLE OWNER NAME, and (3) OCCUPATION as you would like spelt by manufacturer.

If name and occupation fields are not applicable for your building please provide (1) YEAR OF CONSTRUCTION, (2) HISTORIC NAME OF BUILDING, and (3) MUNICIPAL ADDRESS as you would like spelt by manufacturer.

A form for filling in a plaque, with the same decorative border as the sample. The text on the form is as follows:

Circa
(1)
(2)
(3)
Bradford West Gwillimbury Heritage Committee

ACKNOWLEDGEMENT AND AGREEMENT

Municipal Address: _____ (the "Property")

I am the owner of the Property and by participating in this program and signing below I
ACKNOWLEDGE AND AGREE:

- To install the Heritage Plaque on the Property in a publicly visible exterior location, so it does not damage or obscure any existing architectural heritage attributes or other character-defining features of any building on the property.
- To be solely responsible for the installation of the Heritage Plaque and for any costs associated with its installation.
- To take responsibility for the safeguarding and regular maintenance of the Heritage Plaque as may be required.
- In the event that the Property is sold, the Heritage Plaque will stay with Property and this Acknowledgement and Agreement shall be brought to the attention of the new owner. The Town shall be notified of the sale and will request that the new owner a new Acknowledgement and Agreement with the Town.
- That a Heritage Plaque is purely for educational purposes to promote awareness and appreciation of the history of the Town.
- That all records submitted with this application are considered public records that shall be retained by the Town and the Town may use the historical information on this Property to promote conservation of the Town's heritage.

Owner's Name: _____

Signature of Owner: _____ Date: _____

For Office Use Only

<i>Date Received:</i>	<i>Fee Received:</i>	<i>Fee Required:</i>
<i>Application Received by:</i>		
<i>Outstanding Requirements:</i>		
<i>Date Application Deemed Complete:</i>		