



About the Commemoration Commission

The Commission documents, maintains, and preserves past, present, and future memorials, commemoratives, and recognitions in the City; recommends to the City Council procedures and programs to honor and commemorate individuals, organizations, and businesses that have made significant contributions to the social, cultural, historical, political, economic, or civic life of the City as a whole or to a neighborhood/local area as well as programs for individuals to honor others; implements such programs within its scope and budget; and decides on recognitions after opportunity for public review and comment.

For more information, visit our website at www.takomaparkmdgov/commemoration.

Commemoration Commission
City of Takoma Park
7500 Maple Avenue
Takoma Park, MD 20912

Honor Those Who Made a Difference in Takoma Park



Takoma Recognitions

The City of Takoma Park provides three options for families, friends, or others to honor or commemorate an individual.

Installation of a Plaque on an Existing Bench

Many benches in City parks or on City streets are eligible to have a bronze plaque installed as a commemoration.

To apply to place a plaque on an existing bench, submit an application providing the location of the bench, a photo of the bench, and the text for the plaque.

Once the location is approved, the applicant will receive an order form to send to an approved plaque vendor along with payment for the plaque.

When the plaque is received, bring it to Public Works Department for installation and submit payment for the recognition. The plaque will be installed within 30 days, weather permitting.

A record of the plaque text, location of the bench, and a photo will be maintained by the City and posted on the City website.

\$300 plus the cost of the plaque.

To purchase a Recognition, please visit our website at www.takomaparkmd.gov/commemoration and complete the forms. Email any questions to jessiec@takomaparkmd.gov.

Installation of a Plaque in front of an Existing Tree in a City Park

To apply to have a plaque placed in front of a tree in a City park, submit an application and provide the location of the tree, a photo of the tree, and the text for the plaque.

City staff will make arrangements to meet with you at the site to confirm the tree and determine suitable placement for the plaque.

Once the location is approved, the applicant will receive an order form to send to an approved plaque vendor along with payment for the plaque.

When the plaque is received, bring it to Public Works Department for installation and submit payment for the recognition. The plaque will be installed within 30 days, weather permitting.

A record of the plaque text, location of the tree, and a photo will be maintained by the City and posted on the City website.

\$300 plus the cost of the plaque.

Purchase of an Honor Gift Tree

Twice a year, the City plants trees in City rights-of-way, in parks, or on other City property. These trees can be designated as Honor Gift Trees by paying for the cost of the tree and installation plus a payment for the recognition.

The applicant will receive a certificate of the commemoration. A record of the commemoration and location of the tree will be maintained by the City and posted on the City website.

\$200 plus the cost of the tree and installation.