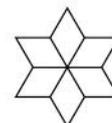


# Plaque and Memorial Request

175 The Parade, Norwood SA 5067  
PO BOX 204, Kent Town SA 5071

Telephone 8366 4555  
Email [townhall@npsp.sa.gov.au](mailto:townhall@npsp.sa.gov.au)  
Website [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au)  
Socials  /cityofnpsp  @cityofnpsp

ABN 11 390 194 824



City of  
**Norwood  
Payneham  
& St Peters**

Please ensure you have read the *Plaques, Monuments & Memorials Policy* before completing this form.

Please note: The lodgement of a request does not guarantee approval.

## APPLICANT DETAILS

Name:

Address:

Phone:

Mobile:

Email:

## BENEFICIARY DETAILS

Name:

Relation to Applicant:

Address:

Phone:

Mobile:

Email:

## PLAQUE OR MEMORIAL DETAILS

Recipient type: (please circle)

Individual

Group

Organisation

Type requested: (please circle)

Plaque

Memorial

Name of individual, group or organisation:

Applicant's relationship to recipient:

**Location:**

Enclose a photo or draw a diagram of the proposed location/area of the plaque or memorial (optional)

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*Please note: The location of plaques and memorials is at the discretion of the Council following consideration of masterplans, safety, traffic and pedestrian mobility, and the primary use/purpose of the location. Plaques cannot be installed in isolation or affixed to existing Council assets. Plaques can only be fixed to new assets at the discretion of the Council, in accordance with Council policies and guidelines.*

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**Details of contribution made by individual, organisation or group:**

Please describe the meaningful contribution(s) made to the community by the recipient & enclose supporting evidence (optional)

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**Proposed plaque wording:** (no more than 150 words)

If you have requested a plaque, please provide the following details (refer to example provided on Plaques, Monuments & Memorials webpage).

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**In memory of:** (full name)

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**Date of birth:**

**Date of death:**

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**Declaration**

I declare that the information I have given in this application is true and correct to the best of my knowledge.

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**Signed:**

**Dated:**

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Please submit the application and supporting documents via:

Post:

General Manager, Governance & Community Affairs  
PO Box 204, Kent Town SA 5071

Email:

[townhall@npsp.sa.gov.au](mailto:townhall@npsp.sa.gov.au)