

Process to Request a Leaf on the Tree of Memories

The policy guidelines for use of Tree of Memories will be observed.

The FCC (First Christian Church) member may request a leaf:

- By completing and submitting a request form.
 - Specifying the information to complete desired engraving to be made on the leaf i.e., Name(s), dates, In memory of, Beloved Mother.
- Selection of a specific blank leaf on the tree, and an alternative location.

The fee will be submitted (made payable to FCC and noted for Memorial Fund. Suggested minimum fee is \$250.

Requests maybe submitted to church office or the Facilities Chair (persons). The Facilities Servant chair, and/or committee reviewed by as necessary.

Request for a Leaf on the Tree of Memories

Date: ____/____/____

Requestors Name: _____

Requestor relationship

the individual(s) being recognized: _____

Below provide the text desired on the leaf. The text is limited to approximately 64 characters including spaces. A sample leaf is shown below. The text font will all be Sabon RomanSC like the sample, and centered left to right on each line. All lines need not be used.

Test details for Engraving (Please print):

Line #1 _____

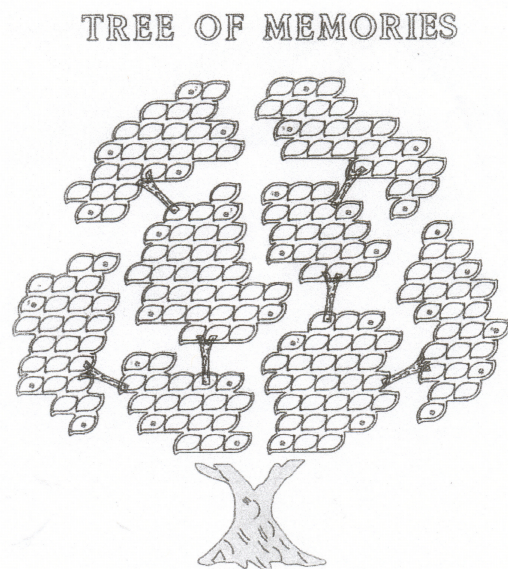
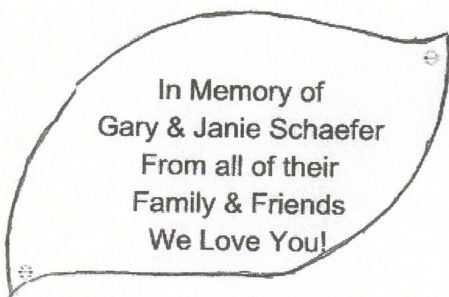
Line #2 _____

Line #3 _____

Line #4 _____

Line #5 _____

Also if you desire a particular leaf check the actual tree in the narthex for un-engraved leaves and mark the tree picture below with a primary and secondary choice.



If you have questions please contact Larry Biggs or Mary Frances Babcock.