



Town Council Office:
Berwick Workspace, Boarding School Yard,
90 Marygate, Berwick-upon-Tweed,
Northumberland. TD15 1BN

Tel: 01289 302391.

Email: info@berwick-tc.gov.uk

DEDICATED SEAT

Date of Application:	
Seat Dedicated To:	
Name of Representative:	
Relationship:	
Address of Applicant:	
Telephone Number:	
Invoice Address:	
Message on Plaque:	
Type of Seat:	
Location:	
Special Notes:	
Date of Completion:	
Expiry Date:	

Progress Sheet

Seat Ordered:

Details

Plaque Ordered:

Details

Plaque Received:

Plaque Fitted:

Notes:

Agreement:

I understand that the seat will be placed at a location agreed with the Town Council and that at the end of 10 years from the date of completion I will be given the opportunity to either pay for the renewal of the seat or have the plaque returned.

I will inform the Town Council of any change in details. If the Town Council are unable to make contact with me at the end of the 10 years, the plaque will be removed and placed on a living memorial.

*It is my intention to renew the seat
in 10 years time* *Please tick.*

Signed:

Please return this form to:

Berwick-upon-Tweed Town Council
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