

Donation Program Information

1. If you are interested in donating a bench or picnic table, call the Parks and Public Works Department. When calling, explain the location where you would like the bench or picnic table installed.
2. Staff will notify you and confirm if the location requested is available. Staff will also schedule an on site visit to help determine the best placement location. At this time, staff will provide a final cost estimate and will also discuss plaque information, if desired. Plaques can be ordered for both benches and tables.
3. After payment is received for a bench or table, staff will place the order. This could take 6 to 8 weeks to arrive.
4. Staff will contact the donor when the bench or table has been installed.

Plaque Requirements

- No larger than 2.5" height x 7" width
- The following are the wording options for bench & picnic table plaques:
 - ◇ The Town of Los Gatos recognizes and appreciates _____ (name) for their donation of this bench in memory of _____ (name).
 - ◇ The Town of Los Gatos recognizes and appreciates _____ (name) for their donation of this bench.
 - ◇ The Town recognizes and appreciates the donation of this bench in memory of _____ (name).
 - ◇ In memory of _____ (name).



**Town of Los Gatos
Parks & Public Works Department**

**41 Miles Avenue
Los Gatos, California 95030**

**Counter Hours: 8am to 1pm
Phone Hours: 7am to 4pm**

(408) 399-5770



Bench & Picnic Table Donation Program



*Parks & Public
Works Department*

Bench and Picnic Table Guide

Below are some guidelines to consider when selecting a bench or picnic table.

When donating a bench, consider the type of bench you would like installed and the location. There are two types — metal or recycled plastic. Both benches are six feet in length. Note the location determines what type of bench is installed.



The metal benches are green and located alongside the streets in the downtown business district. These benches have metal railings. Offered upon availability.

The recycled plastic benches are natural color and located along parks and park trails or pathways. These benches have no side railings.



The donation amount is determined by the actual costs of the bench or picnic table, shipping and taxes, plus a fee for installation and future maintenance and repairs. Due to the cost variances from the product manufacturer, the costs can change at any time.

Call the Parks and Public Works Department for more information at (408) 399-5770.



Picnic tables can seat up to 8 adults. They can be installed at various park locations throughout Town. Picnic tables come with a built in plaque at the top of the table, which can be inscribed.