

JACKSON ALAN STANDEFER '21 REFLECTION GARDEN

Memorial Authorization Form

ELIGIBILITY VERIFICATION FOR MEMORIALIZING THE DECEASED:

Full name of deceased (please print) _____

Recognition plaques will include full name (unless initial is needed due to length) and class year followed by birth date and death date on second line. Nicknames must be approved.

Alternate requested plaque name (please print) _____

Male **Female** **Date of Birth** _____ **Date of Death** _____

Affiliation with McCallie School:

Alumnus/Student; assigned graduation year _____

McCallie Employee from _____ to _____; Title _____

Special Circumstance _____

AUTHORIZATION:

I hereby certify that I have received and reviewed a copy of the McCallie Policy for the Jackson Alan Standefer '21 Reflection Garden and agree to abide by the terms contained therein. I further certify to the best of my knowledge, that all of the information provided on this application is true and correct.

Signature _____ Date _____

Printed Name _____

Full Address _____

Phone Number _____ Email _____

REQUEST TO CONDUCT A SERVICE AND/OR SCATTERING OF ASHES:

Service Scattering of Ashes on (requested date) _____ time _____

I certify that I am the person with the full legal right and authority to authorize the disposition of the remains of the Deceased. I understand and acknowledge that once the scattering of ashes is complete, they are not recoverable and the cremated remains of others will be scattered in the same site.

Signature _____ Date _____



Staff Approval and Authorization

A minimum one-time gift of \$1,000 has been received or covered by designated memorial giving from family/friends. A pre-gift from _____ for _____ was received on (date) _____ for a future reserved plaque (no refunds if not used).

Plaque copy approved/attached Ordered Installed; Placement _____

A private service will be conducted on (date) _____ at (time) _____

The family will conduct a scattering of ashes at that time.

Special Instructions _____

Signature _____ Date _____