



## **Historical Marker Application**

### **1. Proposed Marker Information**

Suggested Marker Topic: \_\_\_\_\_

Location: County: \_\_\_\_\_ City/Town: \_\_\_\_\_

### **2. Applicant Contact Information**

Contact Name: \_\_\_\_\_ Daytime Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Applicant Organization (if applicable): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### **3. Statement of Significance**

On an attached sheet please explain in a thorough but concise typed statement why the proposed subject is important and why it should be commemorated with a marker. Refer to the guidelines and criteria when writing your statement.

### **4. Proposed Marker Location**

Preferred Location (*Provide Exact Address, Directions, or GPS Coordinates*):

\_\_\_\_\_  
\_\_\_\_\_

Why was this location chosen:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is the location on: Public Property: \_\_\_\_\_ Private Property \_\_\_\_\_

If on private property do you have permission from the owner? Yes \_\_\_\_\_ No \_\_\_\_\_

## **5. Background Information**

Please provide on a separate sheet of paper a typed list of relevant facts, notes, and/or information pertaining to the proposed marker subject. This information will be helpful in beginning the research process and writing the marker text. (Please note that the Delaware Public Archives Staff will write and has the final say on marker text and will edit and revise to conform to research and format standards, including space limitations.)

## **6. Funding**

Historical markers are funded on an individual basis by local legislators. Financial support must be obtained from a local Senator or Representative only after the marker application has been approved by the Delaware Public Archives. Once support is gained the legislator will notify the archives staff and we will move forward with the production of a marker.

\*Please complete all fields. Incomplete marker applications will not be reviewed or considered. If you have any questions please contact Katie Hall at (302) 744-5036 or via email at [katie.hall@state.de.us](mailto:katie.hall@state.de.us).

*Revised 03/27/2018*