

Thank you for your interest in nominating an Aberdeen City Plaque.

Guidelines for the Nomination for Commemorative Plaques

- That the nominated person is worthy of commemoration, that they are of national or international standing or of such outstanding local importance as to deserve a plaque. They should be regarded either within their profession as eminent or be recognisable to the well-informed passer by.
- That the nomination is vetted by the History Curatorial team and subject to final approval by the appropriate council committee.
- That the person or group who have made the nomination make available finance necessary to see the plaque created, shipped and installed (approximately £350). A letter of financial commitment will be required. Finance must be raised independently: unfortunately Aberdeen City Council officers will not be able to become involved in the fund raising process.
- That the person in question is dead and where appropriate any living relative has granted their consent to the erection of the plaque.
- That an appropriate location for the plaque has been found. Appropriate means that either the person lived within the building upon which the plaque will be fixed or they worked there for a significant period and that the location of the plaque is such that members of the public will normally be able to view it from a public road or street without needing to enter upon private property. It will be necessary to have permission from those either resident within that building or those who work there. Consent will also be required from those who own the building.
- That the plaque will conform to the normal dimensions of other commemorative plaques within Aberdeen City. That is to say that they are cast aluminium, round, 20 inches in diameter and with white raised lettering on a fawn background.
- That no notice of sponsorship will occur on the plaque. However notice of sponsorship will occur on the plaques information on the City Council's Corporate Website and in any forthcoming versions of the plaque leaflet. Aberdeen City Council will retain ownership of the plaque.
- That the wording on the plaque should be in normal English, with exceptions where a piece of fiction or such like is being indicated.

The form below should be completed in full and applications should be sent to

Plaques@aberdeencity.gov.uk

Nominee Details	
Full Name:	
Date of Birth:	
Date of Death : <i>(all nominees must be deceased)</i>	
Occupation:	
<u>Brief Biography of the nominee:</u>	
<p>Reasons for nomination <i>The following requirements should be met:</i></p> <p><i>i) That the nominated person is worthy of commemoration</i></p> <p><i>ii) That they are of national or international standing or of such outstanding local importance as to deserve a plaque.</i></p> <p><i>iii) They should be regarded either within their profession as eminent or be recognisable to the well-informed passer by.</i></p>	
Please provide any additional reference materials regarding this nominee:	
Proposed location of the plaque:	
Reasons for this location:	

Your Details	
Title:	
Name:	
Address:	House Number/ Name: Street: City: Postcode:
Telephone Number:	
E-Mail Address:	
Organisation (if representing one):	
Position in that organisation:	
Has consent been sought from any living relatives of the nominee? (please tick):	
Yes	No
<i>If yes please provide evidence attached to your application, if no please seek approval prior to submitting this form.</i>	
What is your interest in the nominee?	
Funding for plaques must come from an individual or group/ organisation. Has funding been secured for this proposed plaque?	
Yes	No
<i>If yes please provide evidence attached to your application, if no please secure funding prior to submitting this form.</i>	