

# TEXAS HISTORICAL COMMISSION

## REPLACEMENT HISTORICAL MARKER APPLICATION

Marker Title:

County:

Reason for replacement marker:

Street address of proposed marker site, if applicable:

**Marker Coordinates:** If you know the location coordinates of the proposed marker site, enter them in one of these two formats: UTM Zone Easting Northing

Lat: Long: (deg, min, sec or decimal degrees)

Otherwise, give a precise verbal description here (e.g. northwest corner of 3rd and Elm, or FM 1411, 2.6 miles east of Post Oak Creek):

### PERMISSION OF PROPERTY OWNER FOR MARKER PLACEMENT

Will the marker be placed on right-of-way maintained by the Texas Department of Transportation (TxDOT)?  Yes  No

If the answer is yes, the THC will secure the necessary permission from TxDOT, and no other information is required. If the answer is no, please provide the following information for the person or group who owns the property.

Property owner:

Address:

City, State, Zip:

Phone:

Email address:

### TYPE AND SIZE OF MARKER

Subject Markers:

27" x 42" subject marker with post

18" x 28" subject marker with post

27" x 42" subject marker without post\*

18" x 28" subject marker without post\*

Recorded Texas Historic Landmark Markers:

27" x 42" RTHL marker with post

18" x 28" RTHL marker with post

RTHL medallion and 16" x 12" plaque with post

RTHL medallion only

27" x 42" RTHL marker without post\*

18" x 28" RTHL marker without post\*

RTHL medallion and 16" x 12" plaque without post\*

16" x 12" RTHL plaque

Historic Texas Cemetery Markers:

HTC medallion (for surface or for existing post)

27" x 42" HTC marker with post

18" x 28" HTC marker with post

HTC medallion and name and date plaque, with post

27" x 42" HTC marker without post\*

18" x 28" HTC marker without post\*

HTC medallion and name and date plaque, without post\*

Centennial Markers (bronze pieces only):

1936 Centennial Bronze Seal – 18" Diameter

1936 Centennial Bronze Star – 4 1/4"

1936 Centennial Bronze Wreath & Star

1936 Centennial Bronze Plaque – 24" x 18"

1936 Centennial Bronze Wreath – 9" Diameter

\*For existing marker post, please check width of post:

2 3/4" internal diameter or ~8.64" circumference

3 1/2" internal diameter or ~11" circumference

\*\*Please indicate the type of surface to mount the marker:

Wood

Stone

Masonry

Metal

## SPONSORSHIP PAYMENT INFORMATION

Prospective sponsors please note payment must be received in full within 45 days of the official approval notice and be accompanied by the THC payment form. The THC is unable to process partial payments or to delay payment due to processing procedures of the sponsor. Applications not paid in the time frame required may, at the sole discretion of the THC, be cancelled or postponed.

- Due to possible increases in shipping and material costs, marker prices are subject to change. Marker sponsors are responsible for paying the full cost of the historical marker and will be notified via invoice with a 45-day payment deadline should marker prices increase. Sponsors may choose to withdraw from the marker process at any time before a marker is ordered, and will be refunded payment, not including the application fee.
- Payment does not constitute ownership of a marker; Official Texas Historical Markers are the property of the State of Texas.
- If, at any time during the marker process, sponsorship is withdrawn, a refund can be processed, but the THC will retain the application fee of \$100.
- The Official Texas Historical Marker Program provides no means of recognizing sponsors through marker text, incising or supplemental plaques.

**Marker sponsor** (may be individual or organization):

**Contact person** (if applicable):

**Mailing address:**

**City, State, Zip:**

**Phone:**

**Email address** (required):

## SHIPPING INSTRUCTIONS

If the proposed marker site is on TxDOT right-of-way, the marker will be shipped directly to the district highway engineer for placement, with consultation from the CHC. If the marker will go on property other than TxDOT right-of-way, provide full information in the space below. In order to facilitate delivery of the marker, neither post office box numbers nor rural route numbers can be accepted. To avoid additional shipping charges or delays, use a business street address (open 8 a.m.-5 p.m., Monday through Friday).

**Name:**

**Street address:**

**City, zip:**

**Daytime phone** (required):

**Email** (required):

## APPROVAL OF COUNTY HISTORICAL COMMISSION

**County chair or marker chair (name):**

**Address:**

**City:**

**State:**

**Zip:**

**Daytime phone:**

**Email:**

**NOTE:** The property owner or sponsor will not receive copies of correspondence from the THC. All correspondence—notice of receipt, request for additional information, payment notice, inscription, shipping notice, etc.—will be sent via email to the CHC representative, who is encouraged to share the information with all interested parties as necessary. Given the large volume of applications processed annually and the need for centralized communication, all inquiries about applications in process will be referred to the CHC for response. The CHC is the sole liaison to the THC on all marker application matters.

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