



HISTORICAL PLAQUE APPLICATION

1. **Name of Property:** _____
2. **Address/Location of Property:** _____

3. **County where property is/was located:** _____
4. **Is the property listed in the National Register of Historic Places?**
Individually___ Name of property: _____
Historic District __ Name of district: _____
No___ Unknown___
5. **Is the property listed in the Alabama Register of Landmarks and Heritage?**
Individually___ Name of property: _____
Historic District __ Name of district: _____
No__ Unknown__
6. **Is the property listed in the Alabama Historic Cemetery Register?**
Yes___ Name of property: _____
No___ Unknown___
7. **Wording.** Text on the plaque is limited. Please enter the name of the property you would like included on the plaque _____ and the date of significance_____ (if known).
8. **Cost.** The cost of the plaque is \$440.00* and must be paid directly to Sewah Studios. **Please do not send money with this application!** The company will send an invoice to the person listed for billing.
9. **Location of proposed plaque:**
 - A. Address (show roads, sidewalks and other identifiable landmarks on the site)

(Example: Southeast corner of intersection of Main and Broad Street or 5 feet from right-of-way of Alabama Highway 99 on the north side of the highway, township 18, section 13, range 20 or GPS coordinates)
 - B. Attach a sketch map of proposed plaque site.
 - C. In order to be approved for the plaque, research material(s) on the history of the property must be attached to the application, i.e., oral history interview (either digital or transcribed), newspaper articles, city directory, excerpts from books or other publications, etc. All sources used must be cited. We strongly



**Black Heritage Council
of the
Alabama Historical Commission**

encourage copies of all research material(s) be also submitted to the local library in the area that the plaque is located and the Alabama Department of Archives and History for their subject files.

- D. If this plaque is for a site where the building no longer exists, the plaque can be attached to the replacement site or any other object for display at the location.
10. **Approval of site owner.** It is the responsibility of the person or organization requesting the plaque to secure approval of the property owner, whether it is privately owned or on a city, county, state, or federal right-of-way. The site owner or designated official's signature must appear below.
11. **Billing.**** The requesting individual or organization will be contacted by the marker company concerning cost and will pay the marker company directly. The requesting individual or organization must pay for the plaque before it is produced. Please provide information below of the person or organization to be billed by the marker company:

Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Email: _____

12. **Shipping.** The plaque will be shipped directly to the requesting individual or organization. Please provide information below of person or organization the plaque is to be shipped (if different from above):

Name: _____
Address: _____
City/State/Zip: _____
Phone: _____

13. **Signatures.** We request the Black Heritage Council approve a historical plaque for the landmark herein described in this application.

Sponsoring Individual/Organization

Owner of Site or Authorized Officer

***Cost of plaque subject to change. Please call the BHC Coordinator at 334/230-2678 to verify cost of plaque listed above is correct.**

****If you are submitting the application, but are not the billing party or will not be receiving the plaque once it's shipped, please include your name, address, phone number, fax number, and/or email address so that the BHC staff can communicate with you about the plaque.**