

# Memory Tree

## *Terms and Conditions*



St Richard's  
Hospice  
Caring for life

### **By dedicating a leaf on the Memory Tree at St Richard's Hospice, you agree to the following terms:**

- Leaf dedications are in place for one year from the date of placement.
- Dedications will be engraved exactly as submitted, so please carefully check the spelling of all wording. St Richard's Hospice cannot accept responsibility for any errors on dedications as received. If a replacement leaf is required due to an error not made by St Richard's Hospice, a charge of £25 per leaf will apply.
- Dedications can be a maximum of 26 characters, including spaces. They will be engraved over one or two lines as required, exactly as submitted. If any concerns or queries arise, we will contact you.
- You will be contacted before the end of your 12-month period with the option to renew your dedication. If no renewal is made, the leaf may be removed and returned to you or retained by the hospice.
- If you would like your leaf to be removed before the end of the year, please contact St Richard's Hospice with the details. We will remove the leaf within one month of receiving your request. Please note that no refunds will be issued.
- Your leaf will be placed on the Memory Tree located in our hospice reception. The hospice reserves the right to relocate or temporarily remove the display if required (e.g. maintenance or relocation of the installation).