

APPLICATION for REGISTRATION of a
UNITED METHODIST HISTORIC SITE
GENERAL COMMISSION ON ARCHIVES AND HISTORY
P.O. Box 127, Madison, NJ 07940; 973-408-3189

Name of Site: _____

Location of Site: _____

Authorized as a "United Methodist Historic Site"

By action of: _____
(Annual, Central, or Jurisdictional Conference)

Meeting at: _____

City: _____

State (or equivalent): _____

Date: _____

Signature of President/Chair, Conference Commission on Archives and History

Signature of Conference Secretary

Signature of Resident Bishop

✧ **PLEASE ATTACH A COPY OF THE CONFERENCE RESOLUTION RECOMMENDING DESIGNATION OF SITE.** ✧

DO NOT WRITE IN THIS SPACE - FOR GENERAL COMMISSION USE ONLY

No. _____ Received by _____ Date _____

Additional Data Requested _____ By _____ Received _____

\$75 Registration Fee Received _____ Registered _____ By _____

Copies of this report sent to:

Conference Archives at _____

Jurisdictional Archives at _____

Marker sent to: _____

Date _____

Marker installed by _____ Date _____

Description:

Please attach a brief description of the Historic Site and its significance in the history of the Conference, area, and/or general church (100 to 200 words).

Supporting Data and Materials:

If there are published or manuscript copies of articles, pamphlets, books, brochures, clippings, etc. related to the Site, please list these. Please enclose copies of evidence for the General Commission's files.

Photographs of Site:

Please enclose black and white photos of the Site. These should be large enough to discern significant details but not in excess of 8" x 10".

Data on Historic Site:

Date of Original Construction or Event _____

Architect (if any)_____

Builder (if any)_____

Original Owner_____

Present Owner_____

Address_____

Telephone _____

Approximate Value _____

Mortgage (if any)_____

Has owner been informed of pending Conference action? _____

What is the Owner's attitude toward visitors? _____

Access: Describe route to Site from a main road: _____

Parking? _____

Handicapped access? _____

Upkeep: What provision has been or will be made for maintenance?

Caretaker Name _____

Address _____

Telephone _____

Reception: Is competent guide service available?

Name _____

Address _____

Telephone _____

Is there a charge for guide service? _____ Is a donation expected? _____

Publicity:

The designation "Registered United Methodist Historic Site" will be called to the attention of the following historical agencies:

Local: _____

State/Regional: _____

Others: _____

What has been or will be done to promote it to the public through:

Newspapers: _____

Radio: _____

Television: _____

Other media: _____

Publicity items (brochures, postcards, etc.) available: _____

What person or organization will be responsible for an ongoing program of publicity?

From whom may publicity be obtained?

Name _____

Address _____

Telephone _____ E-mail: _____

Who will affix the "REGISTERED UNITED METHODIST HISTORIC SITE" marker?

Name _____

Address _____

Telephone _____ E-mail: _____

When? _____

What public ceremony will mark the event?

This report has been prepared by:

Name _____

Address _____

Telephone _____ E-mail: _____

Date _____

To whom shall the marker be sent? (DO NOT use post office box address - shipped UPS)

Name _____

Address _____

Telephone _____ E-mail: _____

