



Historic Marker Program Application Form

This application form must be filled out completely and signed and dated at the bottom.
Attach documentation and supporting information as required.
Please type or print clearly.

Application Information:

Applicant's Name (Individual/Organization): _____

Contact Person (if different): _____

Mailing Address: _____

Telephone (including area code): _____

Email: _____

Proposed Title of Marker:

Proposed Marker Site:

The Marker will Commemorate:

- | | |
|--|--|
| <input type="checkbox"/> an event | <input type="checkbox"/> a historic property, building or district |
| <input type="checkbox"/> a graveyard | <input type="checkbox"/> a landscape <input type="checkbox"/> a person |
| <input type="checkbox"/> an organization | <input type="checkbox"/> other |

Submission material should include:

Statement of Significance
Source Material and/or Bibliography

Proposed Marker Text
Digital images at the location (if possible)

Signature: _____ Date: _____

Return Application by October 31 to:
Forsyth County Historic Resources Commission
Historic Marker Subcommittee
100 E. First Street, Winston-Salem, 27101
P.O. Box 2511, Winston-Salem, NC 27102-2511

Historic Marker Program Self-Funded Markers

Proposed Title of Marker:

Policy

Private property owners, nonprofit organizations, and governmental departments/agencies may apply for self-funded markers for eligible sites. These marker applications will follow the same review and evaluation criteria as city- and county-funded markers. No more than two self-funded markers may be approved annually.

The cost for a self-funded marker is approximately \$2,500.

Procedures

The Historic Resources Commission will approve text for self-funded markers. Staff will order the markers, and the foundry will direct bill the applicant. Staff will receive delivery of the marker and coordinate installation of the marker in the public right-of-way.

If your historic marker is not selected to be funded by the City of Winston-Salem or Forsyth County, would you like to be considered for a self-funded marker?

Yes

No

Signature: _____ Date: _____

To ensure that all marker application are considered fairly without regard to the applicant's willingness or ability to self-fund a marker, staff will keep this information confidential until after the Historic Marker Committee has voted which applications to recommend to the Historic Resources Commission for funding.

Items to be included with the application.

The Committee's review will be based on the information in the application and the presentation.

Statement of Significance and Presentation

On attached sheets, please provide a statement describing why the marker subject is significant to either the City of Winston-Salem or Forsyth County. Please also describe why a marker is an appropriate form of recognition.

The statement should be supported by additional documentation that substantiates the history and the statement of significance. Please provide copies of primary source material. Primary sources are contemporary to the marker subject and include historic documents, photographs, journals, diaries, letters, interviews, artistic works, newspaper articles, obituaries, etc. Secondary source material, which includes information that has been gathered and recorded in books, articles, and other publications, may also be submitted to enhance the application. A bibliography should be included. Digital images shared via a cloud service are encouraged for photographic and/or other similar documentation. These may also be used in the applicant's presentation to the Committee.

You are required to make a 5-minute presentation to the Historic Marker Committee at their annual meeting. You may use PowerPoint or other visual aids. Failure to submit adequate required information, or to make a presentation at the Historic Marker Committee meeting, will result in the application not being considered. Please note that all material submitted becomes the property of the Historic Resources Commission.

Suggested Marker Text

On an attached separate sheet, please type a suggested marker text. Marker text is limited to 670 characters, including spaces. This text is subject to change, as the Forsyth County Historic Resources Commission prepares and approves the final marker inscription.

Map of Proposed Marker Site

Please include a map of the site where you propose to install a marker with the installation location marked.

Program Information

The historic marker application deadline is October 31st to be considered for the next calendar year's marker installation. The Historic Marker Committee of the Forsyth County Historic Resources Commission meets annually during the late fall/early winter to consider marker requests, and makes a recommendation to the Commission, which is charged with the final selection.

If Selected for Marker Unveiling

Attempts will be made to have at least one City and one County public marker unveiling. Applicants will be asked to assist with the unveiling ceremony. The group will be asked to supply a list of invitees, propose a date, review invitations, assist with event programming, and provide a representative to speak at the unveiling.



The Historic Resources Commission provides detailed information about the historic marker program on the internet: <http://www.cityofws.org/1366/Historic-Marker-Program>