



320 South Griggs Street
St. Paul, MN 55105
www.macgrove.org

651-695-4000
mgcc@macgrove.org

Century Building Project

Description of Expectations

MGCC Agrees to:

- Provide a receipt for proof of payment, specifying portion which is tax deductible.
- Process payments in a timely manner from buyers.
- Verify that the property address is in Mac-Groveland boundaries.
- Verify the year the building was built (only properties built before 1922 are eligible at this time).
- Verify the maximum number of characters of the "name line" does not exceed the maximum allowed.
- Submit orders and payments to A. J. Schaake (plaque producer) no later than 60 days after receiving a full application and payment.
- Contact the buyer when the plaque is ready for pickup.

Property Owner Agrees to:

- Complete an application - including property address and year built - and submit full payment.
- Provide accurate contact information in case of questions.
- Only address and year built are required to be included on the plaque. Names of current and/or previous owners are optional. If desired, applicant agrees to conduct any necessary research to identify previous owners and supply correct spelling of all names.
- Install plaque on the exterior of the property.
- Plaques made from other materials may be available for an additional cost to be borne solely by the property owner.

Only properties built in 1925 or earlier are eligible at this time. No refunds or returns after submitting payment.