**Newcastle City Council Commemorative Plaques Scheme Application Form**

*Please refer to the commemorative plaques scheme guidance notes and threshold criteria on our website before compiling your submission.* ***Please submit the completed Application Form, together with supporting information by emailing*** [***urbandesignandconservation@newcastle.gov.uk***](mailto:urbandesignandconservation@newcastle.gov.uk)

1. What is the name of the person, building or structure, or event you wish to nominate?
2. Between which dates did the person live / was the building or structure created / did the event take place?
3. Where specifically would the plaque be mounted, will it be visible to the passing public and has permission been sought from the property owner?
4. For **people**

Please explain how your nomination:

1. Has made an important positive contribution to human progress, welfare or happiness in Newcastle, the UK or beyond.
2. Has a strong link with Newcastle.
3. Has a site with a strong link to the nominee where a plaque could be mounted.
4. For **events**

Please explain how your nomination:

1. Is of particular significance in the history of Newcastle.
2. Relates to the wider national or international historical context.
3. Has a relevant site with strong links to the event where a plaque could be mounted.
4. For **buildings or structures**

Please explain how your nomination has special merit based on its architectural form, innovative construction, engineering significance, historical and cultural associations or any other unique characteristics.

1. For **all submissions**:

Please list any supporting information submitted with this application form. This could include primary source evidence (archival material, newspaper reports etc.), photographs (of the nominee and / or the proposed plaque location) and statements of support.