



Historical Marker Nomination Form

Please review Guidelines, Criteria for Approval, and Procedures before completing this form. For ease of review, please type and use a font size no smaller than 10 point.

1. Subject of Marker / Marker Title. State name of person (include birth and death dates), event, innovation, or site to be commemorated.

2. Please use the space below to provide a historical overview and specify fully the historical significance of the person, event, innovation, or site. **Be sure to explain why this marker will have meaning for people from the whole state or country, not just from your own community. If of broader significance, be sure to describe the subject's Pennsylvania connection.** Be thorough, but concise, and try not to exceed the space provided.

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3. Please propose a draft of the text for the marker. (Note: A final text will be written according to established PHMC space, content, and style guidelines in collaboration with PHMC staff.)

4. Are you requesting a city type marker (27" x 41½", approx. 40 words, approx. cost \$1,660.00) or a roadside type marker (45¼" x 45 ¾", approx. 70 words, approx. cost \$2,110.00)?

Roadside type

City type

5. Bibliographical data — From which publications/sources did you obtain your information? Feel free to attach a list, utilizing the format below for referencing them. At least 3 or 4 sources (primary and secondary) are ideal. If nominating a National Register-listed property, including Section 8: Significance from the National Register form is advised.

Author:

Title:

Date:

Publisher:

Author:

Title:

Date:

Publisher:

Author:

Title:

Date:

Publisher:

Author:

Title:

Date:

Publisher:

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If the source of further information is an individual person, please furnish his or her name and address.

Name:

Email Address:

Phone number:

NOTE: Supporting Documentation is important. Attach copies of excerpts from essential published or unpublished primary or secondary source material. Again, at least 3 or 4 examples are expected. This material should support the overview you have written and verify your claims. Letters of support are acceptable to include. Those from experts on the proposed marker subject carry the most weight.

6. Provide location information for the suggested marker site.

County:

Municipality:

If the proposed location is in a village, small town, neighborhood, or city, please provide the corresponding street address or closest intersection (*Example: "in front of 325 Main St." or "southwest corner of Main and Oak Streets"*):

If the marker is suggested for placement inside a park, specify exact location within the park (*Example: "Adjacent to gazebo in Memorial Park; along Main Street side of park"*):

If the proposed location is in a rural area, please provide the following:

Highway route number (*Example: "PA 322"*):

If not a highway, identify road name and closest highway route and give approximate distance from it (*Example: ".5 miles south of Pa. 6"*):

Nearest town and approximate distance in miles (*Example: "2 miles east of Centerville"*):

7. Describe the proposed location and its connection the subject being marked and include a photograph, if possible. For example, how is the location associated with the marker subject? Are there any surviving features, built or topographical, that relate to the proposed commemoration? While survival of such features is not a determining factor in the approval of markers, a suggested marker should be close enough to the site described to take advantage of any features that do survive. It should also be located so as to maximize visibility and accessibility to the public. The final location will be subject to PHMC approval.

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8. Please provide information on yourself as preparer of this form:

Name:

Address:

City:

State:

Zip:

Telephone:

Fax Number:

E-mail address:

Please provide the name and contact information for the Pennsylvania General Assembly legislators for the proposed marker site. If you need assistance, you can find Representative and Senators [here](#).

Pennsylvania Representative Name, District # and Address:

Pennsylvania Senator Name, District # and Address:

If you are writing on behalf of an organization, please indicate your title and the name of the organization (*Example: "President, Eastern Historical Society"*).

Your signature:

Submission date:

Submitting Your Nomination

Please submit your nomination without using cover, page protectors, bindings, and other “presentation” materials. Annual postmark deadline is **December 1**. Notification letters are typically mailed in March of the following year.

Note: If you wish to submit a draft nomination for staff review and comment, please contact Karen Galle and submit one copy of the draft nomination by mail or email. Please note that the draft must be received by November 1.

Return twelve (12) copies of your completed nomination form including any additional supporting material, collated into twelve (12) complete packets for distribution to evaluators, to:

Historical Marker Program
Pennsylvania Historical and Museum Commission
State Historic Preservation Office
400 North Street, 2nd Floor
Harrisburg, PA 17120-0093

If you have any questions about completing this form, please contact Karen Galle at 717-705-4266 or via email at kgalle@pa.gov.

If you are deaf, hard of hearing, or speech impaired and wish to contact a hearing person via Text Telephone, you may use the PA Relay Center at 1-800-654-5984.