



Memorial Highway/Bridge Naming Application Form

Missouri Department of Transportation

John Doe
Memorial Highway

The following items must be submitted with this completed form:

- Application fee payable to: Director of Revenue - Credit State Road Fund
- List of 100 individual signatures of Missouri residents who support the highway/bridge designation.
- Proof designee is deceased by providing copy of Death Certificate or Obituary if being designated for a person.
- Written Consent from immediate family of honoree.

Step 1 **Legislative Sponsor:** _____ **Room#:** _____ **Phone #:** _____

- Missouri Senate Missouri House of Representatives

Step 2 **Applicant:** _____ **Organization:** _____
(if applicable)

Address: _____ City: _____ State: _____ Zip Code: _____

Phone No.: () _____ Fax: _____ E-mail: _____
(optional) (optional)

Step 3 **Memorial Name Requested**

The proposed name may have a maximum of two lines with 19 characters per line (including spaces).
Line 3 will read: Memorial Highway or Memorial Bridge

Line 1:

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Line 2:

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Line 3: Check one: Memorial Highway Memorial Bridge

Required information

The memorial name can be for an event, place, organization or person.

- Event Place Organization Person (deceased 2 years)

Step 4 **Please call (573) 526-0177 -MoDOT, confirming availability of highway/bridge and the current application fee.**

1) Describe location of Route/Bridge to be designated from beginning to end. List the state highway(s) and nearby City/Town. *(example: 1/2mile south of Rt. A to intersection of US 54 on Rt.160)*

2) List the County in which the highway/bridge is located:

Step 5 **Information Supporting Special Designation**

Step 6 **Would you like a memorial sign to unveil at the dedication ceremony?** Yes or No

Questions or concerns regarding application, please call Highway Safety and Traffic Division at 1-573-751-7643.

Instructions to Applicant:

In order to be considered, the application must be completed and submitted to the Missouri Department of Transportation along with the appropriate fees, and a list of 100 individual signatures of Missouri residents supporting the highway/bridge memorial designation. The applicant is responsible for providing either a copy of a death certificate or obituary if the memorial is being designated after a person, verifying the designee has been deceased for two years. Check or money order (cash not accepted) made payable to Director of Revenue - Credit State Road Fund.

- Step 1** Fill in the name and district of at least one current member of the Missouri General Assembly who will sponsor the highway or bridge designation.
- Step 2** Fill in your name, address, city, state, zip code, telephone number, fax number and e-mail address.
- Step 3** List the designee's name as you would like to see displayed on the sign. The name can be for an event, place, organization or person (deceased 2 years). The number of characters is limited to the boxes shown on the application. All memorial highway or bridge designations will end with the wording "Memorial Highway" or "Memorial Bridge" (proof of death certificate or copy of obituary is required).
- Step 4** Before completing the application in full, please call 1-573-751-6643, Highway Safety and Traffic Division - Missouri Department of Transportation, confirming availability of route or bridge to be designated and the current application fee. Upon confirmation of location availability, please continue to complete the application by describing the location in detail and the county in which the highway/bridge is located.
- Step 5** Provide background information or historical information supporting the memorial designation.
- Step 6** An applicant may organize a dedication ceremony and may request a sign be unveiled at the ceremony by contacting MoDOT's District Communications. The District Communications staff will assist to coordinate the transport of one memorial sign to be unveiled. The sign will be delivered and picked up during normal MoDOT business hours and installed on right of way after the ceremony is complete.
- Step 7** Submit completed application, payment, list of 100 signatures of Missouri residents supporting the highway/bridge designation, and proof designee is deceased by providing a copy of the death certificate or obituary to the Missouri Department of Transportation to the address shown below.

Additional Information:

- The department will submit the application and all supporting documentation to the Joint Committee on Transportation Oversight for their approval or denial.
- The department will notify the applicant of the approval or denial of the proposed highway/bridge designation. If the designation is not approved, 97% of the application fee will be returned to the applicant.
- Two signs will be erected per each memorial designation.
- One sign each will be placed at the beginning and end of the highway/bridge designation.
- All signs remain the property of the Missouri Department of Transportation.
- Website for more information – www.modot.org/memorial-highway-and-bridge-program
- Questions or concerns regarding the application, please call Highway Safety and Traffic Division at 1-573-751-7643.
- After 19 years, the applicant must contact the Missouri Department of Transportation to sign a new 20-year application form and pay a second application fee if applicant wishes to continue the memorial designation. This applies to all highway/bridge memorial designations designated after August 28, 2006.

Submit To:

Missouri Department of Transportation
Highway Safety and Traffic Division
PO Box 270
Jefferson City, MO 65102