



Memorial Highway/Bridge Naming Application Form

Missouri Department of Transportation

John Doe
Memorial Highway

The following items required with this completed form:

- Participation 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 designated after a person

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

Missouri Senate Missouri House of Representatives

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

Address: _____

City: _____ State: _____ Zip Code: _____

Phone #: _____ Email: _____

Applicant Signature: _____ **Date:** _____

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:

Line 2:

Line 3:

<i>Check One:</i>	<input type="checkbox"/> Memorial Highway	<input type="checkbox"/> Memorial Bridge
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Required Information (check appropriate box)

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

Event Place Organization Person (*deceased 2 years*)

Step 4 **Call 1-573-751-7643 -MoDOT, confirming availability of highway/bridge and the current application fee.**

- 1) List the State Highway(s), intersection, and nearby City/Town of the requested designation location:
(example: 1/2 mile south of Hwy. A to intersection of US 54 on Hwy. 160)

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

Step 5 **Information Supporting Designation**

Step 6 By marking this box the applicant is requesting to receive a PDF proof of the Memorial Sign Design and acceptance of the following terms. *(PDF proof allows applicant to utilize a local company to fabricate commemorative signs for their own personal use. PDF proof will be provided electronically to the applicant's email, if provided.)*

I, the applicant, agree to follow all state and federal statutes and regulations pertaining to this program. Further, receipt of a PDF proof of the requested sign does not authorize the fabrication or installation of the sign on or near any portion of the State Highway System. I hereby acknowledge that such installation is unlawful. I further acknowledge and agree that unlawfully installed signs will be removed at my expense and will become property of MoDOT.

Questions or concerns regarding application, 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 designated after a person, verifying the designee has been deceased for two years. Check or money order (cash not accepted) made payable to the Director of Revenue - Credit State Road Fund.

- Step 1** Fill in the name and contact information of one current member of the Missouri General Assembly who will sponsor the memorial highway/bridge designation. The sponsor should serve the community the memorial designation is located.
- Step 2** Fill in your name, address, city, state, zip code, telephone number, e-mail address, and sign and date the application.
- Step 3** List the designee's name as you would like to see it displayed on the sign. The name can be for an event, place, organization, or person (deceased 2 years). The number of characters are limited to the boxes shown on the application. All memorial highway/bridge designations will end with the wording "Memorial Highway" or "Memorial Bridge". Proof of death certificate or obituary is required.
- Step 4** Before completing the application in full, call 1-573-751-7643 Highway Safety and Traffic Division, Missouri Department of Transportation, confirming availability of route/bridge to be designated and the current fee. Upon confirmation of location availability, describe the location in detail and the county where the highway/bridge is located.
- Step 5** Provide background information or historical information supporting the memorial designation.
- Step 6** A PDF proof of the memorial sign design may be available upon request of the applicant and must be indicated on the application. Once the application is approved, the PDF proof will be provided electronically to the applicant's email, if provided.
- Step 7** Submit completed application, payment, list of 100 signatures of Missouri residents (*residents shall be from the surrounding counties of the requested route designation*) supporting the highway/ bridge designation, and proof designee is deceased by providing copy of death certificate or obituary to the Missouri Department of Transportation to the address provided 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.
- A photo image of the erected sign will be provided to the applicant's email, if provided.
- The signs remain the property of the Missouri Department of Transportation.
- Website for more information - www.modot.mo.org/memorial-highway-and-bridge-program
- Questions or concerns regarding 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, Missouri 65102