

## INGHAM COUNTY HISTORICAL COMMISSION

*Oldest County Historical Commission in the State of Michigan*

*Founded February 9, 1971*



Ingham County Courthouse  
P.O. Box 319; Mason, MI 48854  
Tel: 517.676.7200; Fax: 517.676.7264

Dear Applicant,

Thank you for your interest in the Ingham County Historical Marker Program. Since 1976, the Ingham County Historical Commission (IHC) has administered the program which marks sites of historical significance throughout Ingham County. Please complete the attached application form and return it to the IHC by mail, at P.O. Box 319, Mason, MI 48854, or email at [history@ingham.org](mailto:history@ingham.org). The application also requires the following components to be considered complete:

- (1) Complete application form (both pages), including the second page of a brief written history.
- (2) All elements of the written history should be documented with a primary or secondary source, also provided. Attachments are unlimited. The more evidentiary sources provided, the greater the likelihood of a marker being issued. If application is returned via email, please send as many separate emails as necessary to fully submit the attachments.
- (3) Clear classification (see application form) and the evidence to support it. Ancillary information is welcome, but the bulk of historical narrative and sources should support the site identified in the classification and application.
- (4) The applicant should make a convincing argument for a site's historical significance throughout.

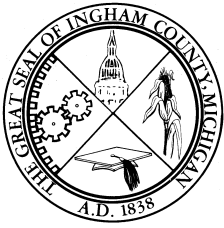
Please include all attachments in the mail or email application submittal. The historical marker application process comprises multiple steps. Upon receipt of the application and attachments, the IHC members will review the material and discuss the application at one of its monthly meetings. If and when the IHC determines the application suitably proves historical significance and a marker should be awarded, the applicant will be notified. Subsequently, the IHC members will draft and approve marker text, which will then be presented to the applicant who will have an opportunity to provide feedback. The IHC has final say on the marker text. Once accepted by the applicant and IHC, the marker will be ordered, and the applicant billed for its production. The applicant/site owner is responsible for the erection of the marker. A dedication ceremony may be planned by the applicant and the IHC will send a representative to speak at the dedication if desired by the applicant.

The historical marker application is attached. Please contact the IHC with any questions via mail or email. We look forward to receiving your application and marking another of Ingham County's worthy sites with an Ingham County Historical Marker.

Thank you for your interest in local history and care for Ingham County's historic sites.

Sincerely,

Ingham County Historical Commission



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## Ingham County Historical Marker Application

\*information required

\*Owner/Applicant Name (Individual or Organization)

Individual's Name (representative of organization)

\*Applicant/Owner Address

\*Applicant email address

\*Applicant phone number

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\*Site Name (Historic)

Site Name (Current, if different)

\*Site Location/Address

*Please attach legal description of property*

\*Accessible to the public?                      Yes                      No

\*Handicapped accessible?                      Yes                      No

\*Current Use

\*Classification (site, building, structure, open space, community, object, other)

Site listed on other historic registers? (If yes, which; if no, leave blank)

\*If a building or structure, has it been moved from its original location?                      Yes                      No

If yes, please provide original location

**\*Please provide a brief description of the historical significance of site, including approximate age and important dates related to the site (attach primary and secondary documentation of history for review by the ICHC):**