



Historic Marker Program Application Form

General Information & Instructions on Reverse Side

Please print clearly. If more space is needed add a separate page.

1. This application is for the building located at (address):

2. Contact information:

Applicant name: _____

Tel: _____ E-mail: _____

Mailing address: *(if different than above)*: _____

3. Research: *Please check one -*

_____ My house/property is listed in the MA Historical Commission MACRIS database *(Skip to #4)*

_____ I did my own research. I have attached copies of the documents and annotated each with the source of the information. **I understand information will be verified by the MHS** and may supplement my documentation with their own research.

4. Marker Information

Information to appear on the marker:

Line 1: May be left blank or for salutations such as Rev., Capt., or Built for, Built By, or Home Of

Line 2: ***Original owner's name OR original name of building or business:

Line 3: (Optional) Description of structure or occupation of original owner

Line 4: Year Built or estimate (circa) _____

Line 5: MANSFIELD • HISTORICAL • SOCIETY (official endorsement)

Mail this application, a check or money order for \$100, payable to the Mansfield Historical Society, and, if you did your own research, the required supporting documentation to:

Mansfield Historical Society
Attn: Historical Marker Program
53 Rumford Avenue
Mansfield, MA 02048

Hours: Monday 6–8 p.m.
Saturday 10 a.m.– noon

Your application will be processed after your payment is received, and your check will be held until the approval process is complete.

Historic Marker Program

Sponsored by the Mansfield Historical Society, Mansfield, MA 02048



General Information and Application Instructions

Purpose: The Historic Marker Program was established to honor and celebrate the history of the town of Mansfield and to create visibility, awareness, and interest in the individuals and families who helped shape our community. Many people are curious about the house where they live and visit the Historical Society to find out more about their home and the many diverse people and places that made Mansfield what it is today. The Historic Marker Program is a way for residents to share that knowledge with the broader community by purchasing a custom-made, dated sign that helps preserve the story of Mansfield.

Eligibility: Any building that is at least 100 years of age or older is eligible for a historic marker.

Documentation and review: The age and original property owner must be substantiated. The authenticating research can be done by the homeowner. Property owners will fill out the application and submit a photo and inventory form from the [Massachusetts Historical Commission database https://mhc-macris.net](https://mhc-macris.net) (if applicable) or any other relevant information about the property. Documentation must include a copy of the earliest recorded deed or comparable record, e.g., original tax records, newspaper accounts, or other credible evidence obtained from reputable sources. Ensure the source of each record is clear; if it's not, annotate each document as needed. The applicant can request help for research at the Historical Society or the Mansfield Public Library. **All information and documentation submitted will be reviewed and verified by the MHS.** The application and supporting documentation will be reviewed on a rolling basis by the Historical Society. Once the review is complete and approval is granted, signs are usually ready within two weeks.

Design and cost: Each custom-made marker measures 12”h x 16”w and is made of ½” PVC white weatherproof sign board, with black fade-resistant lettering. Four holes are pre-drilled, and mounting screws are included. These individually made markers are \$100 (which also includes a one-year membership to the Mansfield Historical Society) and only available through the MHS.

What information will be displayed? The marker shows the year or approximate year of construction and the original owner's name or the original building name, and an endorsement by the Mansfield Historical Society. ***In certain circumstances, an alternate name will be considered if the individual was a significant owner or occupant. **A proof of the sign must be approved by both the owner and MHS before it goes to production.**

Where will it be installed? The sign is the property of the building/homeowner, who is responsible for hanging the sign. **For ease of identification, the sign should be visible from the public roadway and not obstructed from view.**

Questions? Please contact us at markerprogram@gmail.com with any questions or comments. We do ask for your patience as we are a small group of volunteers doing our best to respond in a timely manner.

We look forward to working with you on your application! Thank you for your support of the Mansfield Historical Society.