



Virginia's Pathway to Liberty Inscribed Brick Order Form



Individuals, families, departments, schools, or school groups may request an inscribed brick on the Pathway to Liberty with a donation of \$250 or more to the Virginia Capitol Foundation (VCF), the nonprofit supporter of Capitol Square. The Pathway to Liberty is the brick sidewalk at the "Front Door" of Virginia, on the edge of Capitol Square at the Bank & 10th Street Visitor Entrance to the Virginia Capitol. Inscriptions must follow the standards outlined on the second page of form.

Text will be in all capital letters

Each brick can accommodate three lines of text with a maximum of 14 characters per line. Letters, punctuation, and spaces all count toward the 14 character limit.

To reserve a brick please use one of the following options:

PHONE
(804) 786-1010
with inscription request
and credit card info

ONLINE
with secure server - Click [GIVE NOW](#)
Include inscription request in
comments section of page

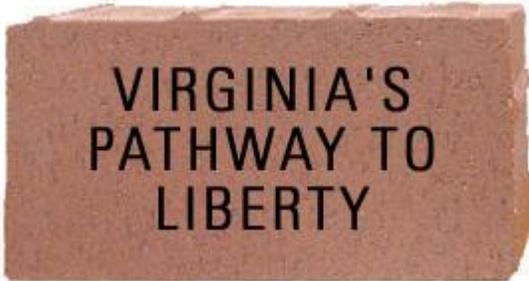
INDICATE QUANTITIES AND TOTAL
____ \$250 each 4x8 inscribed brick
(\$250 tax deductible)
____ \$35 each 2x4 mini brick
(\$19 tax deductible)
\$_____ Total for order

FAX
(804) 225-2808
completed form
with credit card info

MAIL
completed form and credit card info
or check (*payable to VCF*) to VCF,
P. O. Box 396, Richmond, VA 23218

BILLING ADDRESS: *Confirmation letter and mini-replica (if purchased) will be mailed to billing address unless other instructions are provided.*
Name: _____ Date: _____
Street: _____
City: _____ State: _____ Zip: _____
Phone: ____ (____) _____
E-mail: _____

CREDIT CARD PAYMENT
Circle Card Type: Visa MC AmEX
Number: _____
Exp Date: ____/____ CVV Code: ____
Signature: _____



Mini-replica bricks of an inscribed brick may be purchased for \$35 each. Order must be placed with inscribed brick order.

For more information about the Pathway to Liberty or the Virginia Capitol Foundation, a registered 501(c)(3) organization, call (804) 786-1010 or visit www.virginiacapitol.gov

Virginia's Pathway to Liberty Inscription Standards

Adopted May 2008

Located on Bank Street, adjacent to the Visitor's Entrance to the State Capitol and Capitol Square, ***Virginia's Pathway to Liberty*** offers an opportunity to honor loved ones and co-workers, and to commemorate milestones in a permanent manner, through the purchase of an inscribed brick. Proceeds from the *Pathway* will support the Virginia Capitol Foundation, the independent, non-profit, non-partisan organization whose mission is to support the ongoing restoration, preservation, and interpretation of the State Capitol, Executive Mansion, and Capitol Square.

Inscription Guidelines - The following standards apply to inscribed bricks placed on *Virginia's Pathway to Liberty* at the State Capitol of Virginia.

The Inscription Advisory Group will review all inscription requests made on behalf of donors to the Virginia Capitol Foundation, through the purchase of a brick. To ensure observance with these strict standards, the Inscription Advisory Group reserves the right to deny any inscription that fails to conform to the stated standards.

Individuals, schools, school groups (such as class units and class room groups), or State of Virginia governmental entities, may request an inscribed brick when making the required minimum donation of \$250. All inscriptions must fit within the established limit on the number of characters for each line - a maximum of three lines with a maximum of 14 characters on each line and may include:

- Legal name of an individual (or a portion of the individual's legal name)
- Nickname of an individual only when the nickname is used consistently in professional life. Quotes may surround the nickname.
- Name prefixes and suffixes: academic, honorary, social, and professional titles including military title and rank for branches of the United States Military. Style will comply with guidelines established by *Emily Post's Etiquette, 17th Edition*.
- Name of the school or school unit (which may include an abbreviation of the name or portion of the name) and the name of the official school mascot.
- State of Virginia government entities: Examples include JLARC Staff; Campbell County, City of Roanoke.
- "In honor of" or "In memory of"
- Year(s) of service or birth/death years
- Punctuation marks and special characters, which will count toward the 14 character limit: Comma, semi-colon, period, quotation marks, dash, hyphen, foreign diacritical marks (acute or grave accents, tilde, circumflex, and umlaut) and ampersand (&).

Additional information:

- Inscriptions which are NOT ALLOWED include: references to businesses, companies, corporations, foundations or private organizations; any editorial, subjective, or inflammatory statements.
- Donors will be notified if changes in the requested inscription are required to conform to inscription standards.
- Inscriptions will appear in all upper case letters in a standard font style.
- Inscriptions will be centered on the brick.
- The Virginia Capitol Foundation will determine the final placement of the bricks, making every attempt to place bricks together that are ordered together.
- The inscribed bricks become the property of the Commonwealth of Virginia.
- Donors may contact the Virginia Capitol Foundation at 804-786-1010 to discuss any questions or concerns about a possible inscription.