

**THE CORPORATION OF THE TOWNSHIP OF O'CONNOR**

**POLICY FOR SENDING FLOWERS OR FRUIT BASKETS**

**PURPOSE:** To establish a policy for sending flowers or fruit baskets from The Township of O'Connor

**POLICY STATEMENT:** The Clerk-Treasurer shall send an arrangement for illness, hospitalization, birth of a child or funerals to the positions listed or at Council's discretion.

**HOSPITALIZATION/  
BIRTH OF A CHILD** An arrangement will be sent to an employee of the a township, retired employee of the township, Council member, for a serious illness or accident causing hospitalization or the birth of a child.

**FUNERAL:** An arrangement will be sent to an employee, retired employee or Council member for the loss of a spouse, child, parent, grandparent, brother, sister or in-law.

**PRICE RANGE:** The cost of such arrangements will be between \$35.00 and \$50.00

**EFFECTIVE DATE:** This policy shall come into effect as February 12, 2007.