



# APPLICATION FOR A STATE HISTORICAL MARKER

State Form 45937 (R23 / 4-25)  
INDIANA STATE LIBRARY  
INDIANA HISTORICAL BUREAU  
INDIANA STATE HISTORICAL MARKER PROGRAM

**Due July 11, 2025**

**AUTHORITY:** According to IC 4-23-7.2-11, the Indiana Historical Bureau, a division of the Indiana State Library, is in charge of an historical marker program for the state. State Historical Markers must be approved and ordered by the Indiana Historical Bureau.

SECTION 1 PROPOSED MARKER INFORMATION	
Suggested topic of marker	
County of installation	City / town of installation

SECTION 2 APPLICANT CONTACT INFORMATION			
Name of applicant		Daytime telephone number (      )	
E-mail address			
Street address (number and street)			
City	State	ZIP code	County
Sponsoring organization, if relevant			

SECTION 3 FUNDING, TEXT APPROVAL, AND OWNERSHIP																	
<p>Indiana State Historical Markers are purchased by the Indiana Historical Bureau, a division of the Indiana State Library, from the approved state vendor using private funds. The cost to obtain an historical marker is \$3,300.</p> <p><input type="checkbox"/> I understand that if the proposed marker is approved, I am responsible for raising full funding.</p> <p><input type="checkbox"/> I understand that the Indiana Historical Bureau has final authority for the text of the marker and retains ownership of all historical markers in the state format.</p> <p><i>Please list committed and / or potential funding sources for the marker if approved.</i> <i>Please send with the application at least one (1) letter of support from a donor partner.</i></p> <table><thead><tr><th>Funding source:</th><th>Committed:</th><th>Potential:</th></tr></thead><tbody><tr><td></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>			Funding source:	Committed:	Potential:		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
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SECTION 4 OTHER PLAQUES ON THIS TOPIC
<p>Submit a list and provide the text for any existing plaques or markers that are related to this subject and are in the general vicinity of your proposed marker locations. You may find Waymarking.com and HMDB.com useful as you prepare this list. Attach an additional sheet if necessary.</p> <p><b>If a digital record exists in HMDB.org or Waymarking.com for nearby plaques, you may copy and paste links instead of submitting the text of the plaques.</b></p>

<b>SECTION 5</b>		<b>PROPOSED MARKER LOCATION</b>
<b>Review <a href="#">Guidelines and Procedures</a> before proposing a location. Provide a marked map, indicating where you would install the marker if approved, and photographs of the preferred and alternate locations.</b>		
Exact address (number and street, city, state and ZIP code)		
GPS coordinates		
Type of property (Check one.) <input type="checkbox"/> Public / State property <input type="checkbox"/> Private property	Name of owner	
Indicate relevance of location to the topic.		
Indicate business or personal connection between location and applicant and/or sponsoring organization, if applicable.		
Describe why this is an appropriate, safe, and accessible site / location for the public to read both sides of the marker.		
Alternative location (Provide exact address, GPS coordinates, or detailed directions.)		
Type of property (Check one.) <input type="checkbox"/> Public / State property <input type="checkbox"/> Private property		
		Name of owner
Indicate relevance of location to topic.		
Indicate business or personal connection between location and applicant and/or sponsoring organization, if applicable.		
Describe why this is an appropriate, safe, and accessible site / location for the public to read both sides of the marker.		

<b>SECTION 6</b>	<b>DEDICATION AND PROGRAMMING</b>
Provide the date (month, day, year) or the month when you would like to dedicate the marker. While IHB will make every effort to meet the proposed dedication date, this is ultimately dependent on the completion of marker approval forms and our manufacturer's production schedule. (Note: Markers applied for during the 2025-2026 cycle will not be ready for dedication until 2026.)	
Indicate relevance of the dedication date to the topic, if applicable.	
List any planned programs, exhibits, or educational initiatives that will amplify the educational value of the historical marker.	

SECTION 7	TOPIC SENTENCE OF IMPORTANCE
Please craft one topic sentence for the proposed marker. This sentence should briefly introduce the topic and place it in context.	
Examples:	
<i>Black southerners established a thriving, free community around Thorntown in Sugar Creek Township by the early 1850s.</i>	
<i>Hall of Famer Everett Case, known for his basketball strategies and promotion of the sport, began his high school coaching career at age nineteen.</i>	
<i>Frankfort natives Vesto and Earl Slipher revolutionized our understanding of the cosmos in the early twentieth century.</i>	

SECTION 8	SIGNIFICANCE OF PROPOSED MARKER TOPIC AND DOCUMENTATION
<p>This section is crucial in the evaluation process and must be completed. Focus your research on the state, national, and/or international significance of your topic. In other words, explain the impact, effect, or contribution of your topic to Indiana, to the United States, and/or to the world. Please note that topics of only local significance are not eligible for a state marker.</p> <p>Use the Significance and Documentation Worksheet, pages 4, 5, and 6, to demonstrate the statewide importance of your topic. Provide at least ten (10) to twelve (12) points. Cite at least one primary source for each point and list the location(s) where you found it so others could find that same source.</p> <p>Please avoid citing the same primary source for every point and include an array of primary sources to strengthen your application.</p> <p>Examples of primary sources may include vital records, wills, letters, diaries, land records, city directories, Sanborn maps, speeches, company newsletters, contemporary newspapers, patents, and acts of the General Assembly.</p> <p>You <u>must</u> provide printed photocopies or electronic scans of primary sources listed on your Worksheet when you submit your application. Digitized primary sources, such as electronic newspaper articles, scanned letters, or reports, can be submitted on a flash drive, CD, or e-mailed to us in a single PDF along with the application.</p> <p>Please keep copies of your initial research and retain additional research to share with Indiana Historical Bureau staff if your application is approved and further documentation is needed.</p> <p>Click to see <a href="#">examples</a> of previous Significance and Documentation Worksheets.</p>	

## SIGNIFICANCE AND DOCUMENTATION WORKSHEET

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Primary sources are essential to your research and the research of the Indiana Historical Bureau. Every point placed on this form should be supported by **at least one reliable primary source**. You may cite a primary and secondary source for a point, or multiple primary sources for a point, but **submit copies only of primary sources for review**. Include author, title, date, and page number for sources, where available. Please avoid citing the same primary source for every point.

**TIP: EACH POINT FIELD ONLY ALLOWS 350 CHARACTERS, ABOUT TWO (2) LENGTHY SENTENCES.**

Point 1

Source (*title of primary source, date, page number, etc.*)

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Point 2

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## SIGNIFICANCE AND DOCUMENTATION WORKSHEET *(continued)*

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Point 5

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## SIGNIFICANCE AND DOCUMENTATION WORKSHEET *(continued)*

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Point 9

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## SECTION 9

## PROPOSED MARKER TEXT

Please submit your proposed marker text. The proposed text should be different on each side and reflect the points included from the Significance and Documentation Worksheet. Each side of the marker should be limited to only one (1) headline / title, eleven (11) lines of text of approximately thirty-three (33) characters and spaces, and a sponsorship / credit line. Indiana Historical Bureau staff will review the text, verify that the facts are accurate and supported with primary source documentation, and make edits. Once the text is edited by our agency, you will be asked to review and approve it before the marker is ordered.

Headline / title (not to exceed twenty-seven (27) characters and spaces)

Marker side one (not to exceed 370 characters and spaces)

Marker side two (not to exceed 370 characters and spaces)

Recommended credit line (*not to exceed 190 characters and spaces*):

"Installed 2026 Indiana Historical Bureau and \_\_\_\_\_  
(year) (name of other groups and organizations)

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## STATE HISTORICAL MARKER APPLICATION CHECKLIST

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*Please check to confirm that each section of the application is complete before submitting.*

Along with the completed application you should submit:

- ☐ At least one (1) letter of support from a donor partner that will provide funding for the marker if the topic is approved  
(See Section 3 of the Application.)
- ☐ A marked map indicating where you would install the marker  
(See Section 5 of the Application.)
- ☐ Photographs (printed or digital) of the proposed marker location  
(See Section 5 of the Application.)
- ☐ Topic Sentence of Importance  
(See Section 7 of the Application.)
- ☐ Significance and Documentation Worksheet  
(See Section 8 of the Application.)
- ☐ Copies of the primary sources (with complete citations) – hard copy or sent electronically (links alone will not be accepted)
- ☐ Proposed Marker Text

Please submit completed applications to the Indiana Historical Bureau at the address or e-mail below.  
All submissions must be submitted or postmarked by end of day Friday, July 11, 2025.

Indiana Historical Bureau  
c/o Casey Pfeiffer  
140 N. Senate Ave., Room 130  
Indianapolis, IN 46204  
E-mail: [CPfeiffer@library.in.gov](mailto:CPfeiffer@library.in.gov)