

[Sample Plaque]

The Newburyport Preservation Trust (NPT) is a non-profit membership organization that brings together people from Newburyport and beyond who value the preservation of the city's period architecture, neighborhood ambiance, heritage landscapes, and authentic historic character.

Program Description

The NPT Historic House Plaque Program (HHPP) seeks to engage homeowners in displaying accurate, **research-based** information - authenticated by experienced researchers and historical architects - about the early ownership of their homes.

Given the treasure trove of historic houses in Newburyport, the NPT strives to educate locals and visitors about the historic and architectural heritage of these significant structures, as well as provide a consistent look around our community.

Application Procedure

To participate in the Historic House Plaque Program, Newburyport property owners must submit an application and meet with HHPP members.

Applications may be downloaded at <http://www.nbptpreservationtrust.org>, or

A hard copy may be requested from the: [Newburyport Preservation Trust](#)
Historic House Plaque Program
PO Box 184
Newburyport, MA 01950

If you have questions about the Historic House Plaque Program, or the application process, please email NPT at npt@nbptpreservationtrust.org

Research Process

Upon completing the application, a historic house researcher will research the recorded deeds associated with your property to determine the earliest documented date and owner. You will receive a copy of these deeds and a write-up that documents the chain of ownership. Additional information may be included in the researcher's report as discovered during the research process.

Accuracy of information to be displayed on the plaque will be diligently researched. Depending on the age of the house and the complexity of its ownership history, research may take several months. In some cases, historical records may be confusing, unavailable, missing, or unverifiable. Occasionally, circumstantial, visual elements, anecdotal and/or hunches about possible names and dates conflict with recorded documentation. In the event that data presented by the homeowner conflicts with what researchers find, the discrepancy will be discussed with the homeowner. The NPT reserves the right to deny the granting of a house plaque, and to return the deposit if the review of the deed research is inconclusive or cannot be resolved.

If you have any documentation or research regarding your home that you would like to share with the HHPP, please share it! This supplementary information will be given to the research team. Supplementary materials are not essential to the plaque process.

Examples

- Prior Deed Research
- Probate Records
- Architectural, archeological or geological documentation about your property
- Anecdotal records

House Plaque

NPT has contracted with a professional sign vendor to create the official plaques for the HHPP (see sample image on pg. 1). The wooden plaques are 16 inches high by 24 inches wide. The NPT must approve the exact wording to be used on the plaque. Holes for mounting are pre-drilled and screws are provided. The installation of the plaque on the exterior of the structure will be the responsibility of the homeowner. Once mounted, these historic plaques provide an important link to Newburyport's past and an opportunity for the homeowner to display pride in their historic home.

Fees

The cost for the house research is \$500 and the official Newburyport Preservation Trust Plaque is \$450. There is also a \$25 fee for materials. If substantive and credible research is provided to the NPT, these fees may be discussed and negotiated during the initial visit. A deposit of \$150 will be collected at the time of the initial home visit if you decide to move forward. The remaining balance will be collected after the presentation of the researcher's report.

Application Process

Please mail the completed application form to NPT. Upon receipt, you will be contacted to schedule a home visit. During the initial visit, the HHPP team will review the program and answer any questions, and collect any materials that you would like to provide. In addition, the historic architect will walk through the house to observe the architectural clues to help date your home. Access to the attic and basement are valuable, but not essential. Based on the volume of HHPP research in the queue, results may take several months. Following the completion of the research, you will be contacted for a follow-up meeting.

Required Homeowner Information -- Please print

Name of Applicant: _____

Name of Property Owner(s) as Appears on Deed: _____
(if different from applicant)

Book and Page # from Deed: _____

Address of Historic House: _____
(Newburyport, Massachusetts)

Mailing Address if different: _____

Phone: _____

Email: _____

The section below will be completed during the application review meeting

Deposit: \$ _____

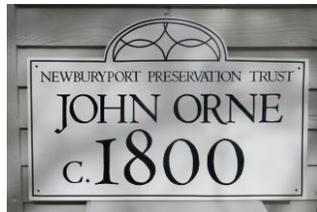
Signature: _____
Your signature constitutes authorization for NPT to research above address.

Date: _____

To apply to the Historic House Plaque Program, Please send a copy of this page to:

Newburyport Preservation Trust
Historic House Plaque Program
PO Box 184
Newburyport, MA 01950

Email questions to: npt@nbptpreservationtrust.org



Thank you for participating in the Newburyport Preservation Trust Historic House Plaque Program.