

Memorial application

Application for	Headstone, vase, tablet, additional inscription, replacement/renovation, kerb
Cemetery	Brenzett, Cheriton Road, Hawkinge, Lydd, New Romney, Spring Lane
Plot number	
Grave number	
Deceased's full name	
Applicant's details:	
Full name	
Address	
Contact number	
Email address	
Relationship to deceased	

Declaration

I am the registered owner of the Deed of Grant for the Exclusive Right of Burial of the above grave or ashes plot and I hereby apply for permission to erect a memorial or inscribe an additional inscription as detailed in this application. I confirm that there are no other person/s who may be entitled to erect a memorial on this grave.

I indemnify Folkestone & Hythe District Council against any claim arising from its reliance upon this statement.

I undertake to keep the memorial in good repair and condition, responsibility for maintenance and upkeep of the memorial lies with the person entitled to exercise the memorial right.

Signature of applicant:

Date:

To be completed by the Stonemason

Description of memorial:

Plan of memorial (to be drawn or attached):

Proposed material:

Measurements	Height	Width	Depth
Headstone with concrete headstone channel (maximum:100cm x 75cm x10cm)			
Headstone with earthen headstone channel (maximum:137cm x 92cm x10cm)			
Vase, tablet, plaque (maximum:30.5cm x 75cm x 38cm)			
Base (maximum:10cm x 37cm x 38cm)			
Adult kerb plot (maximum: 15cm x 90cm x 213cm)			

Proposed inscription:

Conditions

- All Memorials are to be erected as per the Cemetery Regulations & current NAMM Code of Working Practice.
- No work should commence until the application is approved and the permit issued.
- No memorials are permitted on unpurchased graves.
- The grave number must be inscribed on the reverse of the memorial.

- No Memorials are to be erected or re-erected until at least six months after the last interment to allow for settlement (This does not apply to plots with a concrete headstone plinth).
- No element of a memorial is permitted to overhang the centre line on F plot or the front edge of the concrete beam foundation, on all plots with a concrete headstone plinth.
- All memorials must be erected centrally to the grave. The concrete plinths have a central marker.
- All memorials are to be placed in/on the headstone channel unless agreed in writing by the Burial Officer.

I/we undertake to erect the memorial /additional inscription in accordance with the conditions above and confirm that I have Public Liability Insurance cover to a minimum of £5,000,000. Proof of your cover is required before the application is approved.

I/we confirm the holder of the Exclusive Right of Burial has been verified (i.e by way of a copy of the Deed of Grant (Exclusive Right of Burial) which is enclosed with this form.

If this is not available, please contact the Cemeteries Office so that the ownership details can be verified.

Name of Stonemason/company	
Address	
Contact number	
Email address	

Signed:

Date:

Ways to pay:

By cheque - Please make cheques payable to Folkestone & Hythe District Council and enclose with this application.

By debit or credit card – Please call 01303 853407 to make your payment.

Return this form:

By email: cemeteries@folkestone-hythe.gov.uk

By post: The Burials Officer, Folkestone & Hythe District Council, Civic Centre, Castle Hill Avenue, Folkestone, Kent CT20 2QY.