

# Application to Erect and Maintain Memorialisation

Please complete this form in BLOCK CAPITALS

Cemetery ..... Full Name of Deceased .....

Full Name and Date of Previous Interments .....

Grave number	Section	Row	Division

Subject to the Local Authorities Cemeteries Order 1977 or any amendments thereto

I ..... (Name of applicant) hereby request permission for .....

..... (Name of stone-mason) .....

To	*a) Erect a Memorial (Headstone only) *b) Inscribe an additional inscription/replacement *c) Kerbstone only *d) Headstone with Kerbs *e) Vase/Tablet on Grave Please refer to current fees and charges	(delete where appropriate)
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**The following section must be signed by the person in whom the right of burial is vested?** (Registered owner)

- State relationship to grave owner of right of burial .....
- Registered owner .....
- Next of kin of registered owner if registered owner deceased (need to transfer burial rights before proceed) .....
- Executor of registered owner .....
- Address .....
- Telephone / mobile number ..... Email .....
- Signature .....

**Details of Inscription (in block capitals)** .....

.....

**Sketch of proposed memorial and foundation**

State type of anchoring system used

.....  
 .....  
 .....



Overall height from ground level ..... metres      ft      ins

Overall width ..... metres      ft      ins

Overall depth from the headline of grave including base ..... metres      ft      ins

Thickness of headstone ..... metres      ft      ins

Overall length of kerbs including headstone (Must be NO more than 6ft) ..... metres      ft      ins

Nature of material .....

**I confirm that this memorial WILL BE fitted in accordance with the requirements of Council and a Namm or BRamm standards using accredited anchoring systems as nationally recognised. If this memorial is not standard I will correct any discrepancies. (Guarantee of my professional body will be observed)**

Signature of Stonemason .....

**Some current regulations regarding cemetery memorials are listed below:**

- Only headstones, kerb surrounds and vases be allowed on private grave spaces
- Memorials to be wholly constructed of natural stone (not man made or reconstructed materials), not exceeding 1.2 metres in height (to be determined from ground level) and 0.92 metres in width. If erected on a base stone, this should be of sufficient dimensions to support the memorial. Kerbstones shall not exceed 1.83 metres in length, including the thickness of the headstone, or 0.92 metres in width.
- The number of grave spaces, including the section reference, as defined in the graves register, must be inscribed on each headstone and vase.
- Any free standing vase must be constructed wholly of natural stone and not exceed 0.4 metre in height with a base measurement not exceeding 0.3 metre x 0.3 metre.
- All vases having an inscription not exceeding three words shall be admitted free of charge.
- All memorials must be fixed on a suitable foundation supplied by stone-mason, and be fitted to approved standards (Namm) using an approved ground anchoring system.

**FOR OFFICE USE ONLY**

Permit No ..... Receipt No .....

Burial Register No ..... Permit issued by .....

Date sent ..... Date of Interment .....

The work detailed in this application was completed on .....

Signed Council Stone Mason .....

**Bereavement Services** Block B, Town Hall, Normanton, WF6 2DZ  
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