

Memorial Application for Bourne Cemetery

This **application** is to be completed and signed by the Owner of the Grant of the Exclusive Rights of Burial and the Memorial Mason **for every kind of work** proposed to be carried out in relation with a memorial at Bourne Cemetery.

Please note an incomplete form cannot be accepted for processing!

SECTION ONE - FOR GRANT OWNERS USE:

Name of Deceased:

Grave / Plot No: Section: Date of Burial:

I,

.....
.....
(please enter the full name of the Registered Owner of the Grant of Exclusive Rights of Burial or, if the grave owner is the above deceased, your details as executor / next of kin – please delete as appropriate to show which applies in this instance).

request that

.....
(please enter name of Memorial Mason who will be carrying out the work on your behalf)

be permitted to carry out the work as detailed overleaf. I understand that the memorial remains my property and as the owner of the Grant of Exclusive Rights of Burial I am responsible for keeping the memorial in good repair at all times to meet current and any future Health and Safety Regulations or Rules that may be applied. I understand that if I fail to do so the memorial may be laid flat/removed without prior notice, I agree to allow Bourne Town Council to authorise random testing of memorials to National Association of Memorial Mason standards (or any relevant Health and Safety standards) to ensure that I am complying with my obligations as the owner of the Grant of Exclusive Rights of Burial of this grave/plot. If the memorial is found to be in an unsafe condition, at any time, I accept that the memorial will be laid flat/removed and that I will be responsible for the cost of removal and renovation/repair cost if I choose to have the memorial reinstated. I will ensure that I notify the Town Clerk in writing of any change of address to enable them to notify me of any change in rules or regulations that may effect the grave or memorial.

Signed: Date:

Address:

Postcode Daytime telephone no:

Please complete and return both sides of the signed form to:

The Town Clerk, Bourne Town Council
SK Community Point, 3 Abbey Road, BOURNE, PE10 9EF

SECTION TWO: To be completed by the Memorial Mason who will be carrying out work, of any kind, on a memorial, or erecting a memorial at Bourne Cemetery

Description of work: *Please delete as appropriate and provide details*

- Additional Inscription
- Repair work
- Erection of Headstone
- Placing of Memorial on Garden of Rest

(for the last two items please list style, colour and material of memorial e.g. book, vase, wedge etc)

.....
.....
Memorial material, colour and approved sizes:

Cremation Stones laid in Garden of Rest 1 or 2, to be in black marble/granite only with gold lettering;
Approved sizes: 10"/255mm x 10"/255mm with a maximum width of 30"/760mm for double/treble stone provided the appropriate plots have been purchased.

Memorials placed in Garden of Rest 3 have no restriction on colour of the stone or inscription but shall be made of natural stone, granite or marble.

Approved STYLES

- 1) Flat memorials, style as in previous Garden of Rest
- 2) Wedge
- 3) Vase

Approved SIZES

Height - NO higher than 10"/255mm above ground level

Width / Depth NO wider than 12"/305mm OR deeper than 15"/380mm with the base stone protruding NO more than 1"/25mm in any direction.

In case of Memorial being used for 2 plots side by side

*A **double width** memorial will be accepted where two cremated remains plots have been purchased side by side, but this must NOT be more than 20"/510mm with the base stone protruding NO more than 1"/25mm in any direction*

Memorials placed on a burial plot, shall be made of natural stone, granite or marble.

- Please list:**
- a) Type and colour of stone, and fittings (e.g. granite, NAMM approved anchorage system etc)
 - b) Type of decorative feature, if any (e.g. vase, photograph)

Proposed Inscription – to be shown as it will be spaced and located on the memorial

NB - If the lettering is on several sections of the memorial use a numbered reference that corresponds with numbered areas on the sketch / photo of the memorial that must be attached to this application showing **all** relevant measurements.

I enclose a sketch / photograph of the proposed memorial / inscription and confirm that:

- ◆ The memorial has been manufactured and will be erected to the current minimum National Association of Memorial Mason (NAMM) standards. **In the case of headstones this will include a NAMM approved anchor system.**
- ◆ **All work** carried out on the memorial (e.g. removed for additional inscription or other repair work) will meet current minimum NAMM standards and **in the case of a headstone will include a NAMM approved anchor system.**
- ◆ I have explained to the owner of the Grant of Exclusive Rights of Burial (details overleaf) that the memorial remains their property and that they are responsible for keeping it in good and safe condition to current industry and general Health and Safety standards at all times.
- ◆ I have advised the owner to consider insuring the memorial against accidental damage and vandalism.

Signed: Date:

Name and address of Company represented:

