



APPLICATION TO PURCHASE RIGHT TO ERECT A MEMORIAL
(or add an additional inscription or carry out other work)

This notice should be completed and delivered to the Burial Administration Office **PRIOR TO WORK COMMENCING**.
 The prompt delivery of this form is essential in ensuring the smooth running of the service.

CEMETERY: _____ **SECTION:** _____ **GRAVE NO:** _____

Name/Address of Applicant (Registered Grave Owner or other person) _____

(If Grave Owner Deceased a Transfer of Ownership required) _____

Name/Address of Memorial Mason _____

Description of New Memorial/Work to be completed on existing memorial:

Type of stone:

Overall Size of Memorial: _____ **Height:** _____ **Width:** _____ **Base Depth:** _____

Wording of Inscription: _____
 (Where relevant) _____

Signature of Applicant: _____

FOR OFFICE USE ONLY

Permit Fee £ Certificate Fee £ Other Charges £ **TOTAL FEE** £

Surcharge: Yes / No _____ Yes / No _____

Notice for: **Headstone** **Plaque** **Added Inscription** **Renovations** **Other:**

Date Received: _____ Checked: _____ **Folio No:** _____

The Certificate of Sale or a Duplicate Certificate MUST accompany this application before permission is granted

The fixing time shall be during working hours only.

It is important that the given date and time are adhered to. Should any Mason wish to alter these details, they must inform the Administration Office 24 hours prior to the date and time given.

DAY & DATE OF

WORKING: _____

APPROX. TIME

OF WORKING: _____

(You must allow 24hrs from receipt of the Form A2 before calling to erect a headstone)

Headstone Details

Please specify method of fixing: _____

(use additional sheet if required)

I declare that the memorial shall be installed as indicated on the Application to Erect a Memorial. No variation to the details on the application will be permitted. All work undertaken on site will also be in accordance with the detail submitted on the Application to Erect a Memorial and the NAMM Code of Working Practice (September 2003 Edition).

I shall provide a guarantee for the memorial for a 30 period, in the agreed format.

Signature of Memorial Mason: _____

Date: _____