



RINGWOOD TOWN COUNCIL

APPLICATION TO ERECT A MEMORIAL IN RINGWOOD CEMETERY

1.	FULL NAME AND ADDRESS of person on whose behalf the memorial is proposed to be erected.	
2.	Is the person on whose behalf the memorial is to be erected the person granted the Exclusive Right of Burial? If not, the person granted the Exclusive Right of Burial in the grave space must sign the declaration overleaf.	YES/NO (delete as appropriate) Exclusive Right of Burial No:
3.	Name of Deceased	
4.	Number of Grave Space	
5.	Full description of proposed memorial stating materials. Only headstones, tablets and ledgers are allowed, kerbstones are NOT permitted.	
6.	The Council will only allow Memorials to be erected if they comply with the latest standards specified by NAMM. Does the memorial comply with these standards?	Yes/No (delete as appropriate)

7. PROPOSED INSCRIPTION

Signature of Mason Company Name & Address

..... Tel No:.....

Date: Fee Enclosed: £.....

This application must be fully completed and delivered to the Town Clerk at the address below for approval and until this approval is obtained, no work must be commenced.

No memorial shall be erected upon any grave unless the Exclusive Right of Burial has been granted and without the consent of the Town Clerk.

STATEMENT to be signed by person granted the Exclusive Right of Burial in the grave space or his/her assigns or heirs (see 2 over)

I, (Full Name)
The (*assignee of the/heir of the) person granted the Exclusive Right of Burial in perpetuity in the grave space referred to overleaf hereby agree to this application being made and to the erection on the grave space referred to overleaf of the Memorial described in this application.

Signature of Applicant Date

Design of Memorial (give outside dimensions and show drawing)

Complete form and send in duplicate to: Ringwood Town Council, Ringwood Gateway, The Furlong, Ringwood, Hants, BH24 1AT

Design and inscription approved

For Office Use only:

Date:

Signature:

Amount of fee enclosed: £

Note 1. If second interment, the Town Council will need to ensure that there is a minimum of 3 feet cover above the second interment and a minimum of 6 inches of soil between each coffin to meet minimum statutory requirements – or the burial will need to be dealt with in accordance with shallow grave requirements.

Note 2: Only gravediggers who work in accordance with the current Code of Practice issued by The Association of Burial Authorities and have full public liability insurance in place are permitted to work in the Council's Cemetery.

Note 3: Data Protection Act 1998

The information you provide will be held in accordance with the Data Protection Act 1998 and will not be used for any purpose that is not compatible with the purpose for which it was collected and involved in burials for example Undertakers. The details you have provided may be verified/shared with third party organisations. These organisations include Ministers of Religion and Undertakers.