

REDCAR AND CLEVELAND BOROUGH COUNCIL

All memorials and inscriptions shall be subject to the approval of the council, and a drawing showing the proposed form, together with a copy of the inscriptions to be cut thereon, must be sent to the Bereavement Services Manager, The Register Office, Redcar & Cleveland Leisure and Community Heart, Ridley Street, Redcar, TS10 1TD. Telephone Number 01642 444420/21. All memorial masons must hold a valid current registration under the Council's Memorial Mason Registration Scheme and should be NAMM/BRAMM registered and provide a copy of their registration certificate and insurance details to the Bereavement Services Manager.

The Rules and Regulations of the Borough's Cemeteries and an approved list of memorial masons are held on the Redcar and Cleveland Borough Council's website (www.redcar-cleveland.gov.uk).

APPLICATION FOR PERMISSION TO PLACE A MEMORIAL IN THE CEMETERY

CEMETERY: GRAVE NUMBER:

PLEASE READ CAREFULLY AND COMPLETE ALL SECTIONS BELOW

Please note that if this application is made by someone who is not the owner of the exclusive right of burial (which may have been assigned or bequeathed by will), the Burial Authority grants a conditional right only to place, maintain or to put any additional inscription on a memorial on the grave space, in respect of which the exclusive right of burial subsists; in the event that the owner of the exclusive right of burial objects, he or she may, upon an application being granted to him or her by the Burial Authority, have the right to remove the memorial the subject of this application and replace it with another at his or her expense. Applicants are therefore strongly advised to ensure that they are either the owner of the exclusive right of burial at the time of application or have the written consent of the person who is such owner.

After installation has taken place, the memorial will be the applicants/owners responsibility for the purpose of maintenance, vandalism, stability and safety thereafter.

N.B. Applications for memorials must normally be signed by the registered owner of the Exclusive Right of Burial. If this person is deceased or is otherwise prevented from signing the form please state.

1.	Name of the registered owner:	
2.	Deed number:	
3.	Name and address of applicant:	
4.	Telephone number:	
5.	Signature of applicant:	
6.	The reason why the registered owner cannot sign the form: (e.g if deceased, write "deceased")	
7.	The relationship of the applicant to the registered owner:	
8.	Name of monumental mason:	
	Address of monumental mason:	

PLEASE NOTE: THE EARLIEST FIXING DATE FOR A FULL MEMORIAL SHOULD BE AT LEAST FIVE/SIX MONTHS AFTER THE DATE OF THE LAST FULL INTERMENT

PROPOSED MEMORIAL

Application for: Memorial Vase Add Ins Kerb (**Eston Only**)
 R'plce Mem Temporary Marker Re-Fix

1.	Name of person buried:				
2.	Memorial:	Material:			
3.	Size:	Memorial:	H:	L:	D:
		Base:	H:	L:	D:
		Founds:	H:	L:	D:
		Kerbs: (Eston Only)	H:	L:	D:
		Memorial: Maximum 3' H x 3' L x 12" D x 3-6" thickness Founds: Maximum 3" H x 3'3" L x 15" D Kerbs: Maximum 4"H x 3' L x 4' D Vase: Maximum 12" H x 12" L x 12" D			
4.	Plan of memorial: This must indicate type of foundation to underside of memorial or base:	(Computer generated plan may be attached to form):			
5.	Inscription:				
6.	I agree to the removal of the memorial from the cemetery for the purpose of adding an inscription if the monumental mason deems this to be necessary.				
		Signed: Dated:			

For office use only

FEE £ _____

APPROVED _____

201 _____

SIGNED _____

CEMETERIES OFFICER

RECEIPT NO _____

SCHEDULE NO _____