



FAIR OAK & HORTON HEATH PARISH COUNCIL

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

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**APPLICATION FOR A LICENCE TO ERECT A MEMORIAL IN
FAIR OAK CEMETERY OR FOR WORK TO BE CARRIED OUT ON
AN EXISTING MEMORIAL**

This application to be delivered together with a copy of the Grant of Exclusive Rights form to the Parish Office at the above address, prior to the erection or replacement of a memorial, after any work carried out to a memorial or the placing of a vase. No work is to commence until a permit form has been issued.

Name of person interred

Address at time of death

.....

Date of Burial Grave Number

Memorial Description: Headstone | Vase

Material Colour

Dowell Size: Dowell Material.....

Dimensions of proposed Memorial in millimetres.

.....(mm) height x(mm) width x.....(mm) length

**PLEASE NOTE THE WIDTH DIMENSION IS FROM SIDE TO SIDE AND NOT
BACK TO FRONT OF THE MEMORIAL**

The Grave number must be engraved on the back of all new and replaced headstones in letters of no more than 15 mm in height and may have with the name of the stonemason in letters of no more than 15 mm in height.

Sketch of Proposed Memorial

(Refer to current regulations on dimensions and materials)

Proposed Inscription:

.....

.....

.....

P.T.O.

Note: The maximum outside measurements above ground level for memorials erected within Fair Oak Cemetery are shown below. A small vase or urn may be used instead of a headstone. This may only be placed at the head of the grave where the headstone would normally be sited.

The width dimension is from side to side and not back to front of the memorial

	Height (mm)	Width (mm) Side to side	Length (mm) Front to Back
Adult Grave	1 metre	760 mm	600 mm
Cremation Circle	600 mm	460 mm	460 mm
Cremation Line	600 mm	585 mm	585 mm
Child's grave	600 mm	600 mm	500 mm

Details of Applicant

I agree to abide by Fair Oak and Horton Heath Parish Council's "Regulations in Respect of Burials, Interment of Ashes and Erection of Memorials in Fair Oak Cemetery" and have instructed the stonemason to follow these regulations.

As the owner or person authorised of the Exclusive Right of Burial in the grave referred to above, I hereby authorise the erection of a memorial on the grave, or the work to be carried out as detailed above.

*SignaturePrint Name

Address of Applicant

.....

Relationship to deceased

Stone Mason

Address

Telephone No Email

I confirm that I have provided the Parish Council with the necessary Health & Safety Policy and Risk Assessments, Safe Method of Working Statement for the specific task, as set out in the Regulations in Respect of Burials, Interment of ashes and Erection of Memorials in Fair Oak Cemetery.

I confirm that I am a member of BRAMM/NAMM (or recognised equivalent), hold Public Liability insurance and, if applicable, Employers Liability insurance.

I agree to notify the Council of the date the proposed memorial/work is to be erected.

SignaturePrint Name

All memorials shall be fixed according to BS8415 and the relevant Codes of Practice or Guidance that are fully compliant with this standard.

Fee £

Dated

All fees to be paid by Bank Transfer: HSBC Bank Sort Code 40-20-10 Account Number 51403745. NO OTHER FORM OF PAYMENT WILL BE ACCEPTED.

*Your personal data supplied on this Agreement will be retained to maintain our records and accounts. Your personal data will be treated as strictly confidential and will not be shared with any third party.