



Hartley Wintney Parish Council

**MEMORIAL PERMIT APPLICATION FOR
HARTLEY WINTNEY PARISH COUNCIL BURIAL GROUND,
CHURCH LANE, HARTLEY WINTNEY**

SECTION A (to be completed by stone mason)

I hereby apply for permission to

On grave number

a. Name of person interred

b. Type of memorial

c. Material to be used

d. Overall dimensions:

Height of headstone.....Width.....Depth

Height of base.....Width.....Depth

e. Inscription details:

Wording

Image/photograph

Finish (including any use of colour)

NOTE: Measurements, details of fixing and a drawing of the proposed memorial (including any inscriptions, images and/or photographs) must accompany this application.

f. Memorial design and dimensions (including details of fixing, inscriptions, images and/or photographs)

OFFICE USE ONLY		SIGNED
Permit number		
Payment rec'd		
Date issued		
Last burial		
Date erected		
Memorial checked		

g. Confirmations:

I confirm that this company fully complies with the conditions set out on this form and no variations to the details on the application will be permitted.

I confirm that this work will comply with the current Code of Practice issued by the National Association of Memorial Masons and masonry work will be carried out to the latest British Standard (BS8415:18).

I confirm that I have read and understood Hartley Wintney Parish Councils rules and regulations regarding memorials.

Sign and print name above

On behalf of

Address

Telephone

CONDITIONS:

- i) The stonemason shall at all times maintain a policy of insurance and shall whenever required produce a copy as requested by Hartley Wintney Parish Council.**
- ii) Subletting by stonemasons to other memorial masons is not permitted unless agreed by Hartley Wintney Parish Council and a copy of their public liability insurance submitted.**
- iii) Fixers must be NAMM accredited and supply their membership number if requested.**
- iv) No work is to commence until a permit has been issued.**
- v) No permanent memorial shall be erected (or re-erected) within six months of a burial or within two months of the interment of cremated remains.**
- vi) All excess materials and waste after placing or refixing any memorial must be taken from site**
- vii) Date and time of the memorial removal and/or installation must be pre-arranged with Hartley Wintney Parish Council via 01252 845152 or admin@hartleywintney-pc.gov.uk**

Please return this form to the address below prior to the erection or replacement of a memorial or before any work is carried out.

Hartley Wintney Parish Council, Appleton Hall, West Green Road, Hartley Wintney, Hampshire RG27 8RQ

SECTION B (to be completed by the applicant)

If you are not the current grave owner, please contact Hartley Wintney Parish Council before proceeding with the permit application.

MEMORIAL INDEMNITY

I, being the person entitled to the Exclusive Right of Burial in grave number....., and being aware of the regulations and restrictions in force, have given permission for the memorial works described overleaf to be carried out.

I hereby indemnify Hartley Wintney Parish Council in respect of any claim or demands that may be made at any time in connection with, or arising out of any works being undertaken.

I understand that the safe erection and maintenance of the memorial is my responsibility.

I give permission to Hartley Wintney Parish Council to undertake safety checks of the memorial.

As chippings, edging and fencing can be dangerous to staff and visitors, I understand that if any of the above items are found on the grave, they will be removed without prior notice.

I have read the guidance in sections 8 and 9 of the Hartley Wintney Parish Council Burial Ground and Memorial Policy regarding flowers, trees and maintenance, and I agree to abide by this.

Full name of grave owner

Address

Telephone

Signed: Date:

NOTES:

Where a change of address has occurred since the original purchase of Exclusive Rights of Burial, a formal application to register the change of address must accompany this application. A duplicate Deed will then be issued free of charge.

You are strongly advised to purchase insurance against loss or damage of the memorial.