

Application to Purchase Right to Erect a Memorial
(or add additional inscription or carry out other work)

Cemetery: Grave Section: No:

Details of fixing (see note 3 overleaf)

1. Foundation

Type:
Size:

2. NAMM Approved Fixing Method

Type of NAMM approved fixing method:
.....

3. Dowels

No. and Type:
Diameter:mm Length:mm

4. Dowels Holes

Diameter of hole in plate/vase/tablet etc: mm
Diameter of hole in base/foundation: mm

Full drawing and dimensions (must be completed for ALL applications)

Material:

Inscription:

Please tick boxes

- I hereby authorise the monumental mason named below to carry out the work as detailed.
- I have read and understood notes 10 and 11 overleaf.

Name and Address (BLOCK CAPITALS)

.....
.....
.....
.....

Signature:

MONUMENTAL MASON OR OTHER AGENT

Name:

Address:

Telephone Number:

Date of Application: Your Ref:

I hereby declare that the memorial shall be installed as indicated on the Application to Erect a Memorial. All work undertaken on site will be in accordance with the National Association of Memorial Masons Code of Work Practice (September 2003 revision) and use an accredited fixing method:

Signed: Date:

Print Name:

FOR OFFICE USE					
Permit Number	Date Received	Date Returned	Fee	Date Fee Paid	Receipt Number

Notes as to Application for Permission for the Erection of a Memorial or other work thereto

1. Before the erection of a memorial or other work thereto in any of the Borough Council Cemeteries a written permit must be obtained from the Cemetery Officer.
2. The application form overleaf must be completed by the mason or other person who is to carry out the work and delivered to the address overleaf at least five working days before the permit is required.
3. All work carried out must comply with the National Association of Memorial Masons Code of Working Practice (October 2006 revision) and use an accredited fixing method. Full details of the methods of fixing the memorial and a drawing showing the proposed works must be submitted for ALL applications. Copies of Code of Working Practice are available from:
National Association of Memorial Masons, 27A Albert Street, Rugby, Warwickshire CV21 2SG
Tel: 01788 542264 www.namm.org.uk
4. A drawing showing dimensions and manner of construction of the proposed memorial, or the structural alteration or addition to an existing memorial, must be submitted with the application.
5.
 - a) A headstone erected on a Lawned Grave (full burial) must not exceed 1050mm (3'6") in height, including base, 900mm (3'0") in width and 150mm (6") in thickness, with a base no deeper than 380mm (15").
 - b) A Kerb set erected on a Kerb set Grave (full burial) must not exceed 1070mm (3'6") in height, 910mm (3'0") in width and 1980mm (6'6") in length and 150mm (6") in thickness.
 - c) A headstone erected on a cremation plot must not exceed 675mm (2'3") in height, including base, 600mm (2'0") in width* and 150mm (6") in thickness, with a base no deeper than 380mm (15").
 - d) A headstone erected on a Children's section must comply to the size of a cremation plot.
- * The maximum width for a headstone erected on a cremation plot in the old cremated remains section in Marston Lane Cemetery is 460mm (1'6").
6. The Grave Number and trade name of the Stonemason must be cut on all new memorials in a position easily visible after erection.
7. No wooden crosses are permitted in any of the cemeteries.
8. Masons and others must comply with the regulations as made from time to time by the Council and will be liable for any damage done to the surrounding memorials, turf etc. At the completion of the fixings of the memorial or other work thereto, all surplus earth, mortar, brickbats etc., must be removed by the person carrying out the work, and the memorial and surrounding ground left tidy and in good condition to the satisfaction of the Cemetery Officer.
9. Please send your payment with the application unless payment on account has been arranged. Cheques to be made payable to Nuneaton and Bedworth Borough Council.
10. The right to erect a memorial on a grave is limited to the period of grant of the Exclusive Right of Burial. Any memorial erected remains the responsibility of the owner of the Right who shall at all times ensure that the memorial is in stable condition and is no danger to any person visiting the Cemetery. Failure to ensure memorial safety will lead to the Council taking appropriate action.
11. If you sign this indemnity form the Council will permit the erection of a memorial or added inscription without the production of the original grave grant, but you should note that in signing this indemnity you are giving an undertaking to bear all costs of the work and the cost of any claim which might be brought by the owner or their heirs to the owner of the grave as a result of your claiming the right to erect a memorial or to add an inscription to the deceased person mentioned above on the grave.