

Enquiries to:
Saeeda Motala

Direct Dial: 024 7637 6357

Direct Email:
cemetery.office@nuneatonandbedworth.gov.uk

Date:

Dear Sir/Madam

RE: Upkeep and Maintenance of a kerbed grave in NBBC Cemeteries

Please find enclosed an application to instruct NBBC to complete the monthly maintenance of

Grave [] in [] Cemetery.

This service may be useful when personal circumstances does not enable you to carry out frequent maintenance as preferred.

Please complete the form and return it to the Cemetery Office with the relevant payment.

Payment can be made by Debit Card to the Cemeteries Office during office hours or cheques should be made payable to N.B.B.C.

Grave Care Maintenance charge [£52.00]

The upkeep will commence from the month following payment made

If you have any queries please do not hesitate to contact me.

Yours faithfully

Saeeda Motala
Cemetery Officer
(Mon. to Fri. 9.00 am to 12.00 noon)

Guidance and conditions:

Private upkeep and maintenance of a kerbed grave

You may have recently purchased a new kerbed grave at Marston lane cemetery or have an old family grave which is located within a kerbed section.

The area around the grave is maintained on a scheduled basis by NBBC however the area within a kerbed space is the responsibility of the family visiting the grave.

The area within the grave space is cleared of weeds and cleaned.

An annual fee is payable to receive this service

The service is seasonal where NBBC will use their discretion to complete a light or heavy clean dependent on the rate of growth of vegetation within the cemetery.

A clean is carried out once a month.

All feedback and concerns must be submitted in writing.

A renewal letter is sent to confirm if you wish to continue receiving the service. The council will cease service when payment becomes overdue.

Consent from the grave owner will be required for new graves.

Please complete your details overleaf

By signing the form, you are agreeing to the guidance and conditions set by NBBC

The following undertaking is required where an application is made maintain a kerbed grave in NBBC Cemeteries.

The applicant confirms that they understand the conditions set and regulations in place.

Purchaser Name (one person only)	
Cemetery Location	
Grave Number (please indicate)	
Applicant Address	
Telephone Number	
Email address	
Signature	
Date	

Please complete application form and return with payment to:

Cemetery Officer
Nuneaton and Bedworth Borough Council
Town Hall
Nuneaton
CV11 5AA
Tele. 024 7637 6357
(Mon. to Fri. 9.00 to 12.00)