



Book of Remembrance Application Form

Please complete this application form if you would like to place an entry in the Book of Remembrance.

The artist updates the book every 4 to 6 months.

There are a wide variety of flowers, badges, crests etc. that can be copied, provided illustrations are available at the time of order. These are available at additional cost; a price can be provided on request.

Book of Remembrance Terms and Conditions

For all entries spellings, dates and other details will need to be checked before submission. It will not be possible to correct any mistakes once the entry has been inscribed in the book, and charges may apply if errors can be corrected. Once an entry is inscribed in the book it cannot be removed.

To help construct your entry, the following guidance should help you:

1. All lines must not exceed 30 characters, including spaces. Please leave a blank box after any punctuation.
2. The first line must be the name of the deceased, surname first, followed by any given names
3. The remaining lines are for your choice of text. The Council has the right to refuse any inscription deemed unsuitable.
4. Entries must consist of a minimum of 2 lines and a maximum of 8 lines.
5. An entry may be embellished with a design or an emblem such as a spray of flowers, dove or coat of arms. Designs or emblems can only be chosen at the time of application as they cannot be added later. Additional charges apply.
6. For nonstandard designs or emblems, a good quality picture will be required so the artist can copy the image. Images covered by copyright cannot be used or replicated unless written authorisation from the copyright holder is attached to the application. A quote will be provided for a customised drawing
7. Final layout is entirely at the discretion of the calligrapher.
8. The Council are unable to accept responsibility for an incorrect inscription due to illegible writing.
9. Applications must be submitted at least 3 months before the date of entry
10. The Book will be available on display every day as per the times provided in the Cemetery Rules and Regulations. These may be subject to change dependent on daylight hours.

Please return form to: Cemeteries Office, Nuneaton and Bedworth Borough Council, Town Hall, Coton Road, Nuneaton, CV11 5AA

Enquiries to: (024) 7637 6357 Email: cemetery.office@nuneatonandbedworth.gov.uk

Name of Deceased _____

Date of Death _____

Date Entry should be displayed (if different from Date of Death) _____

Scatter or Burial Location _____

Please use the grid below to complete the inscription. Please read the Terms and Conditions before completing this section.

The maximum number of characters including spaces is 30. Please remember to include commas, full stops, and any other punctuation.

Please check all dates, spelling and grammar before submitting the application form.

All entries will be held at the Cemeteries Office until the Calligrapher is ready to update the Book of Remembrance.

Applicant Name _____

Applicant Address _____

Telephone Number

Email address

By completing this application form for an entry to be placed in the Book of Remembrance, you are agreeing NBBC's guidance, terms and conditions. These are provided overleaf.

Signature _____ Date _____

I agree to pay the fee of _____ (please complete with total fee). I can be reached on the above contact number for paying by card.

I enclose a cheque for the full amount of _____ (please complete with total fee). Cheques to be made payable to NBBC.