

AMBLE TOWN COUNCIL

e-mail: ask@amble.gov.uk

Permission to erect a memorial / add an inscription / carry out repairs and maintenance

This form must be submitted, checked and authorised by the Council Administration Staff before any work can be carried out. It will be signed and a copy returned to you for your records.

All fees must be paid **in full** before any work is carried out unless prior arrangements have been made with the Clerk.

At least **2 days** notice of your intention to carry out the works overleaf must be given.

PLEASE PRINT IN BLOCK CAPITALS:

Name and address of Monumental Mason				
NAMM/BRAMM membership number				
Name of Deceased				
Grave No*		Section*		* If unknown a charge may be made to search the records

Name of Plot Holder	
Name of Client requesting work	
Address of Client	
Date from which memorial can be installed (minimum of 6 months from interment date)	
Signature of Client	

NB – if the client is not the plot holder, the plot holders written permission **should** be provided

Memorial details to be completed overleaf

Permission granted (Office Signature)		Date	
Work Completed		Date	

All vehicles should be parked at entrance gates.

All surplus materials must be removed and the area left tidy.

A Certificate of Compliance must be issued to all clients upon completion.

Insurance cover against risks such as vandalism must be included from 1st May 2018 and a copy of this sent to the Council.

MEMORIAL DETAILS – PLEASE COMPLETE

Work description e.g. New memorial/vase/added inscription/repair	
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Material		Colour	
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Design Dimensions	Height		Length		Width	
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Inscription wording						
	Colour of writing					

Illustration of Monument						

You are reminded below of the maximum sizes permitted
Lawn Graves: Height 92cm Width 61cm Depth 16cm
Ashes Graves: Height 61cm Width 61cm Depth 16cm