

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	
Burial - date from which memorial can be installed (minimum of 6 months from interment date) Ashes interment - (minimum 1 month)	
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					
Lawn Grave		Ashes Grave			
Material		Colour			
Design Dimensions	Height		Width		Depth
Inscription wording					
Illustration of Monument					

You are reminded below of the maximum sizes permitted

Lawn Graves: Height 3' 6" (43.2"), Width 3' (36"), Depth 0.5' (6")

Child Graves: Height 3' (36"), Width 2' (24"), Depth 0.5' (6")

Ashes Graves: Height 2' 6" (31.2"), Width 2' (24"), Depth 0.5' (6")

As per our Data Protection policy, available on our website or by application, the use of your personal details contained here will be confined to ATC administration purposes and not passed to a third party