

**AMBLE TOWN COUNCIL**e-mail: [admin@amble.gov.uk](mailto:admin@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. **Incorrect or incomplete forms will be returned for resubmission.**

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 1 calendar month or 6 calendar months from interment dependent on area)	
Signature of Client	

NB – the client must be the plot holder

**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 is recommended.**

**MEMORIAL DETAILS – PLEASE COMPLETE**

Work description e.g. New memorial/vase/added inscription/repair		
Lawn	Ashes	Child

Material	Colour
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Maximum Dimensions from ground level (concrete foundation must be ground level)  
 Lawn Grave (L)  
**Height including plinth 1066mm, Width including plinth 914mm, Depth (front to back) including vases 152mm**  
 Child Grave (C)  
**Height including plinth 914mm, Width including plinth 609mm, Depth (front to back) including vases 152mm**  
 Ashes Grave (A)  
**Height including plinth 914mm, Width including plinth 609mm, Depth (front to back) including vases 152mm**

**If memorials are found to exceed the agreed dimensions you will be asked to remove at your expense.  
 All measurements must be stated in metric**

Maximum Dimensions	Height of Memorial (Headstone) Including plinth	mm	Width of Memorial (Headstone) Including plinth	mm	Depth (front to back) of Memorial (Headstone) Including vases	mm
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Inscription wording

Colour of writing
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<p><b>Height</b> (L) 1066mm (C) 914mm (A) 914mm</p> <p><b>Width</b> (L) 914mm (C) 609mm (A) 609mm</p> <p><b>Depth</b> (L) 152mm (C) 152mm (A) 152mm</p>	<p>Illustration of Monument</p>
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