



This form, together with drawings or plans drawn to a scale and dimensions (inc. height, width and thickness of plate, height, width and depth of base) figured thereon of the proposed Headstone, and a copy of the intended inscription, must be submitted to the Cemetery Registrar and approved before any such Memorial can be admitted to the Cemetery.

The Grave number must be inscribed on each Memorial Stone erected.

[illegible]

PLEASE READ THESE GUIDELINES CAREFULLY

1. No memorial will be allowed on a grave if the Right of Burial has not been purchased.
2. The Memorial Mason must be registered under the Council's Memorial Mason Registration Scheme. A list is available from the Cemetery Registrar.
3. The memorial application form must be fully completed including all details of the proposed work and a diagram of the memorial. The application form must be signed by the registered owner or a person authorised by the grave owner to erect a new memorial or carry out work to an existing memorial.
4. It is the responsibility of the registered owner to ensure the continued maintenance and safe upkeep of the memorial. The Council recommends that memorial insurance be taken out to complement any warranty provided by the Memorial Mason. The Council is not responsible for making good any damage caused by circumstances over which it has no control.
5. For safety reasons, when a grave is excavated, the memorial may have to be removed from the cemetery by an authorised Memorial Mason. The Funeral Director usually makes this arrangement in direct liaison with the family.
6. The Council has a duty to remove any potential danger from the cemetery and may therefore remove any breakable items, edging kerbstones or other unauthorised objects from any grave.
7. It is important that you notify the Cemetery Registrar of any change of address or circumstances.

DECLARATION BY APPLICANT

I declare that I have the authority to authorise these works. I have read and accept the Guidelines above.

Name, Address of Applicant:.....

.....

Postcode:..... Tel No: E-mail address:

Signature:

Date:

DECLARATION BY MEMORIAL MASON

I, the Memorial Mason, have read and understood the Council's Cemetery Regulations and agree to abide by them. I am responsible for the settlement of Cemetery fees and charges.

Firm:

Signature:

Date:

Please return to Cemeteries Service, Town Hall, Market Place, Buxton, SK17 6EL

E-mail: cemeteries@highpeak.gov.uk – Tel: 0345 605 3010 – Website www.staffsmoorlands.gov.uk