**Notice of Interment – White Hill Burial Ground**

Complete Section A & B plus either C or D as applicable, please return to the Parish office giving 3 clear working days notice.

**Section A: The Deceased**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First Name(s) | | |  | Surname | |
|  | | |  |  | |
| Date of Birth | | |  | Date of Death | |
|  | | |  |  | |
| Permanent Address at Time of Death | | | | | |
|  | | | | | |
| Postcode |  |  |  | Trade or Profession |  |
|  | | |  |  | |
| Where Death Occurred (If different from permanent address) | | | | | |
|  | | | | | |

**Section B: The Interment**

|  |  |  |
| --- | --- | --- |
| Day and Date |  | **Time of Arrival at the Burial Ground** |
|  |  |  |
| Officiant (if any) |  |  |
|  | | |
| Funeral director: Company; person; phone number(s) | | |
|  | | |

**Applicable Extract from the Burial Ground regulations:**

* Burial rights are purchased at the time of the first burial, usually by a family member. The exclusive right is for 99 years from the date of purchase. The policy of the council is not to permit advance reservation or purchase of burial plots. If a plot is purchased without exclusive rights, there will be no right to erect memorials etc.
* Second or subsequent burials in a grave space can only be carried out with the permission of the burial rights owner. Families must keep the council informed of the current ownership of the burial right if it is transferred or passes by inheritance.
* Ownership of an exclusive right to burial conveys no other legal rights over the grave space, which remains the Council’s property.
* Coffin grave spaces generally have room for two coffin burials and a number of caskets of cremated remains. A triple depth grave can accommodate up to three coffin burials. Cremated remains grave spaces have room for two caskets.
* Grave spaces for first burials will be selected by the council in the appropriate site of the burial ground and marked approximately two days before the burial. The policy of the council is normally to allocate the next space in line.

**Section C: Burials**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Purchase of Exclusive Right of Burial or Reopen? | | | | | |  | New Purchases Only: Type of Plot Required | |
| New Plot with Exclusive Right of Burial🞏  Reopen of an existing Burial Plot🞏 | | | | | |  | Church of England🞏  Roman Catholic🞏  Non Denominational🞏 | |
| Coffin Dimensions | | | | | |  | Reopen Only: Details of Plot Row & Number | |
| Length: | |  | Shoulder Width: |  |  | |  | |
| Details of the **owner of exclusive rights of burial**.  (For New plots, the purchaser. For Reopens, the present owner or new owner if previous owner is the deceased) | | | | | | | | |
| Name |  | | | |  | | Address |  | |
| E-mail |  | | | |  | |  |
| Phone |  | | | |  | |  |

**Section D: Cremated Remains**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Purchase of Exclusive Right of Interment or Reopen? | | | | |  | New Purchases Only: Type of Plot Required | |
| New Plot with Exclusive Rights🞏  Reopen of an existing Interment Plot🞏 | | | | |  | Church of England🞏  Roman Catholic🞏  Non Denominational🞏 | |
| Plot Preparation | | | | |  | Reopen Only: Details of Plot Row & Number | |
| Plot to be prepared by: | | Funeral Director 🞏 | Parish Council 🞏 |  | |  | |
| Details of the **owner of exclusive rights of burial**.  (For New plots, the purchaser. For Reopens, the present owner or new owner if previous owner is the deceased) | | | | | | | |
| Name |  | | |  | | Address |  | |
| E-mail |  | | |  | |  |
| Phone |  | | |  | |  |

**Declaration by Applicant:**

I confirm the details contained in this form are accurate and will be used to populate the burial register.

I note that the mourning party should not arrive at the burial ground earlier than **15 minutes prior** to “Time of Arrival at the Burial Ground” in Section B. **30 minutes after** “Time of Arrival at the Burial Ground” in Section B are allowed for any graveside service, after which the plot will be back filled by the grave digger once the mourning party have departed, unless by prior arrangement.

|  |  |  |
| --- | --- | --- |
| Name of Applicant |  | Company if Applicable |
|  |  |  |  | Date |
| Signature |  | Date |  | Date |
|  |  |  |  |  |

**Office Use Only**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Plot Fee |  | Interment Fee |  | Grave Digging Fee |  | Total Fees |  | Plot Number |
|  |  |  |  |  |  |  |  |  |