



GORING-ON-THAMES PARISH COUNCIL

APPLICATION FOR PERMIT TO ERECT MEMORIAL / ADD INSCRIPTION

This form, together with drawings or plans drawing to scale and dimensions (inc. Height, width and thickness of plate, height, width and depth of base) figured thereon of the proposed Monument, Gravestone or Tablet, and a copy of the intended inscription, must be submitted to the Burial Ground Administration and approved before any such Memorial can be admitted to the burial ground.

All fees must be paid before admittance

The grave number must be inscribed on each memorial stone admitted.

All permits will expire 2 years from the date of issue.

Name of the deceased to whom the memorial stone is being erected.		
Date of Death of the Deceased		
Residential Status: Goring / Near Goring / Non-Goring		Permit Applied For: New / 2 nd Inscription
Plot Number		Plot Type: Grave / Cremated Remains
Description of the Monument, Gravestone or Tablet (including dimensions):		Inscription:
<p>Note:</p> <p>(a) Requests for engravings/carvings at the head of the stone, nicknames etc, may be considered at the council's discretion.</p> <p>(b) Special consideration will be given for memorials for children under the age of eleven (11) years.</p> <p>(c) A single ceramic photograph not more than 6 x 4 inches may be considered at the Councils discretion above Area 1.</p>		
Memorial Material		
Anchor Type		

PLEASE READ THESE GUIDELINE CAREFULLY

1. No memorial will be allowed on a grave if the Exclusive Right of Burial has not been purchased.
2. 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.
3. For safety reasons, when a grave is excavated, the memorial may have to be removed from the burial ground by a Memorial Mason. The Funeral Director usually makes this arrangement in direct liaison with the family.
4. It is important that you notify the Council of any change of address or circumstances.

MONUMENT SPECIFICATIONS (SUMMARY ONLY, SEE BURIAL GROUND REGULATIONS FOR FULL DETAIL)

1. All graves purchased in the burial ground are traditional graves, which allows for a monolith or cross style headstone, the maximum dimensions as shown below. It must be positioned near the west (head) end of the grave space, in line with adjacent monuments, or where marked by the council. The monument shall rise from a matching stone base, set level with the ground and not extending more than the dimensions given below. The base may be pierced for a removable flower container.
 - Height 3’0”
 - Width 2’6”
 - Length 1’0”
 - Thickness 6”
2. A monument must be dignified and made entirely of a single piece of stone or wood with matching plinth, and must be inscribed on the back in the bottom left hand corner with the grave number, no other inscriptions or markings are permitted on the reverse of the monument. Any cramps used in construction must be of non-ferrous metal. Loose stones, chippings and edgings are not permitted
3. For a cremated remains grave space, only a tablet set level with the ground or a “desk” tablet 75mm high will be permitted. This must not be greater in size than 450mm by 450mm.
4. No foot stones, curb sets, cages or gravel are permitted on any grave or plot for cremated remains.
5. If a monument becomes dangerous the council will immediately make it safe. In case of general disrepair the council will give notice to the burial rights owner, at his or her last notified address, that the monument must be repaired within six months.
6. All memorials placed in the burial ground are done so at the risk of the registered grave owner, the council is not responsible for any loss or damage to a memorial. It is recommended that memorial insurance is obtained from your appointed memorial mason.

DECLARATION BY APPLICANT (Must include wet signature of the owner of exclusive rights of the plot).

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

Name of Applicant:	Address:
Telephone Number	
Email address:	Postcode:

Signature: _____

Date: _____

DECLARATION BY THE MEMORIAL MASON

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

Firm: _____

Signature: _____

Date: _____