

APPLICATION FOR A GRANITE PLAQUE ON WOODLAND TREE VAULT MEMORIAL IN THE GARDEN OF REFLECTION

This is an interactive PDF form which you can electronically type into the fields or print to fill out manually.

To be completed by the Applicant and returned to Bereavement Services, Crematorium Office, Westfaling Street, Hereford HR4 0JE Tel: 01432 383200.

Granite Woodland Tree Vaults and Memorial Tablets are made from polished granite.

These vault memorials are for two sets of cremated remains, with a single granite memorial tablet in gilded lettering fitted onto each section in memory of the deceased. Alternatively, one double granite memorial tablet in gilded lettering can be fitted which covers both sections of your chosen memorial.

There are two double granite vaults for each tree.

These memorial tablets are placed on the memorial vaults for an initial 30 year period. The lease is available for renewal at any time. Tree vault memorials can be reserved for future use if required (subject to the payment of the lease). **Please be aware that if the lease is not renewed the cremated remains will be removed from the vault and scattered on the lawns of the Garden of Reflection, the memorial tablet(s) will be removed and disposed of and this memorial vault will be made available for future use.**

Granite memorial tablets are ordered on an individual basis and take approximately 6 – 8 weeks.

The lease will commence on the day the tablet has been fitted or with the interment of the cremated remains.

(REQUESTS TO PLACE MEMORIAL VASES BELOW THESE TREE VAULTS WILL BE DECLINED)

NO MORE than ONE LETTER or NUMBER must be written in each box
DO NOT FORGET TO INCLUDE SPACES IN YOUR INSCRIPTION. A space counts as a letter or number.

We will centre the text on the tablet; this guide box is only to aid your choice of inscription.
 The inscription **MUST** be clearly written in block capitals.

If you would like a motif, please give details of the motif required, including colouring and please contact Bereavement Services for the additional cost of this motif

If a motif is required, please do not use the lightly shaded area

1																			
2																			
3																			
4																			
5																			
6																			
7																			
8																			
9																			
10																			

HEREFORDSHIRE COUNCIL reserve the right to vary any inscriptions as may be found necessary or to refuse an application which is considered unsuitable.

Do you wish to witness the interment of the cremated remains?		Yes	No
Appointment details:			
Do you wish to wait for the arrival of the memorial tablet before booking the appointment?			
(If YES, you will be contacted to inform you of the arrival of the tablet)		Yes	No
Memorial tablets - please tick where appropriate			
This application is for a first single inscription tablet	<input type="checkbox"/>	Woodland Vault Number:	
This application is for a second single inscription tablet	<input type="checkbox"/>		
This application is for one double tablet with single inscription covering both vaults	<input type="checkbox"/>		
This application is for adding a second inscription onto the double tablet covering both vaults	<input type="checkbox"/>		
I enclose a payment of £		(Cheques payable to Herefordshire Council) (Cash and Card payments are also accepted)	
I confirm the inscription is correct and that the memorial plaque will be placed for an initial 10-year period. The obligations of the Council under this lease do not extend to the repair, renewal or replacement of any plaque unless the need for such repair, renewal or replacement is due to the negligence of the Council, its employees, contractors or other persons under the Council's control.			
No floral tributes are permitted around this memorial in the Garden of Reflection.			
Date		Signature	
Applicant name and address (Please print)			
Please print:	Mr	Mrs	Miss Ms
Address			
Postcode			
Tel. No:			E-Mail Address:
Please notify Bereavement Services of any changes to these details			
On completing this form, please return it to: HEREFORDSHIRE COUNCIL Bereavement Services Crematorium Office Westfaling Street HEREFORD HR4 0JE Email: bereavement@herefordshire.gov.uk Tel: 01432 383200			
Herefordshire Council is the Data Controller under data protection law and will use the information you provide on this form in order to process your application. The legal basis for processing this data is our legal obligations for providing bereavement services. We will keep your data in accordance with our Record Retention Schedule. Where necessary we may share this personal data with partner organisations for the protection of public funds administered which may include the prevention or detection of fraud and auditing purposes. Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office https://ico.org.uk/			
For Office Use	Cremation No:	Lease Dates:	
EBS 018/16	Invoice No:	Receipt No:	Location:
25/09/2019	Date Ordered:	Fix Sheet No:	
Credit/Debit payment:	Order No:	Removal Sheet No:	
Cash payment:	Additional Lease Years:	Fix Letter Sent:	
A/C to Funeral Director:	Cheque No:	Scanned:	