



Parish Office, 2 High Street, Hamble, Southampton SO31 4JE
02380 453422 deptyclerk@hamblepc.org.uk

**APPLICATION FOR PERMISSION TO ERECT A MEMORIAL
OR ADDITIONAL INSCRIPTION IN
ST ANDREW'S CEMETERY, HAMBLE-LE-RICE**

Name: of Deceased:

Burial Register No:

Grave/plot number:

Existing memorials must not be removed from the cemetery without permission of the Parish Council.
At least 2 working days notice must be given.

BRAMM or RQMF registration No

Name & address of Stonemason

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Telephone No.....Email address.....

Name of grave owner.....

Email address Telephone No.....

A copy of the Grant of Exclusive Right must be attached and submitted with this form.

NEW MEMORIAL or ADDITIONAL INSCRIPTION* *delete as appropriate

Description of proposed Memorial (including material, colour & size in inches and millimetres)

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The memorial mason or fixer must mark the reverse of the memorial in the lower right corner with the plot number in letters no higher than 1.5cm. The mason's name must be inscribed on the reverse in unpainted and unleaded letters no larger than 1.5cm in height

Foundations must be laid or fixed below ground-level in accordance with lawn memorial regulations.
Memorials must not be mounted on multiple bases

Proposed method of installation/fixing:

Details of dowels?.....

The cemetery soil is predominately gravel – please specify the type of ground anchor to be used?

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Any other relevant installation or fixing information.....

Proposed inscription.....

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Sketch of proposed Memorial

Signature of grave owner.....

It is important to remember that whilst we undertake memorial safety checks on a regular basis, at least every 5 years, by placing a memorial in the cemetery you are accepting a number of responsibilities;

- The memorial remains the property of its owner/s and does not become the property of the Parish Council at any time.
- You are required to maintain the memorial to a safe condition. You may wish to consider and purchase insurance cover for your memorial.

All work carried out must have a Certificate of Conformity or Certificate of Compliance from the memorial mason.

Signature of stone mason or memorial fixer

(for office use)

Authorised by:

Date:

Please attach a copy of your current public liability insurance certificate.

Application forms together with fees must be received by the Parish Council Office for approval 7 working days prior to any works being carried out.

An invoice will be issued and payment by bank transfer requested prior to authorisation.

A copy of the RQMF Certificate of Compliance or Certificate of Conformity must be delivered to the Parish Council within 14 days of installation.