



DORCHESTER TOWN COUNCIL

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Adrian Stuart, Town Clerk

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APPLICATION TO ERECT A MEMORIAL/ADDITIONAL INSCRIPTION AT _____ CEMETERY

Please submit two copies of the completed application form. All parts to be completed.
All Memorials will be included in our Memorial Safety Testing Programme.

NAME OF DECEASED	
GRAVE NUMBER	
TYPE OF PLOT: (Traditional/Lawn/Children's/Cremated Remains/Garden of Remembrance Wall/Chapel Plaque/GOR Fordington)	
EXCLUSIVE RIGHT OF BURIAL NUMBER Memorials are only permitted on graves where the exclusive right of burial has been purchased. There are some exceptions with Common Graves	ERB NUMBER: _____ ERB OWNER: _____
APPLICANT I understand that it is my responsibility to maintain the memorial in good repair and ensure that the Town Council is advised of any changes to my contact details. The Applicant must have permission from the Exclusive Right of Burial owner. SIGNATURE: _____ DATE: _____	Name: _____ Address: _____ Relationship to Deceased: _____

FEE PAYABLE TO DORCHESTER TOWN COUNCIL: £

(If not included in the exclusive right of burial – pre 27 May, 2014)

DESIGN & INSCRIPTION APPROVED BY THE BURIAL ADMINISTRATOR: In approving this memorial application, the Town Council does not take any responsibility for loss, damage or theft to memorials.	Approved: Entered in Register:
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OFFICE USE:
Receipt No: Computer Update: Is the plot empty? Check.

ILLUSTRATION (IN CENTIMETERS) – OR ATTACH WITH MEASUREMENTS			
PROPOSED INSCRIPTION			
DESCRIPTION OF MEMORIAL MATERIAL OR FOR ADDITIONAL INSCRIPTION DETAILS OF EXISTING MEMORIAL			
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding-right: 20px;"> <p>NAME & ADDRESS OF MEMORIAL MASON</p> <p>I confirm that the memorial will be installed in accordance with the current NAMM guidelines (minimum standard).</p> <p>I can provide proof of Public Liability Insurance <input type="checkbox"/></p> <p>APPLICANT SIGNATURE:</p> <p>DATE:</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Name:</p> <p>Address:</p> <p><i>Any unauthorised or authorised Memorial which does not meet the size criteria will be removed at the Memorial Masons expense and the Applicant will be notified.</i></p> <p>See page 3 for permitted memorial sizes.</p> </td> </tr> </table>		<p>NAME & ADDRESS OF MEMORIAL MASON</p> <p>I confirm that the memorial will be installed in accordance with the current NAMM guidelines (minimum standard).</p> <p>I can provide proof of Public Liability Insurance <input type="checkbox"/></p> <p>APPLICANT SIGNATURE:</p> <p>DATE:</p>	<p>Name:</p> <p>Address:</p> <p><i>Any unauthorised or authorised Memorial which does not meet the size criteria will be removed at the Memorial Masons expense and the Applicant will be notified.</i></p> <p>See page 3 for permitted memorial sizes.</p>
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MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS SIZES & FEES

Single fees apply to all fees for memorials

For the right to erect or place:

a) a headstone, footstone, tablet, flat stone, plaque or monument in any other form	Charge
- included in an exclusive right of burial	-
- if not included in an exclusive right of burial – pre - 27 May, 2014	£215.00
- where the exclusive right of burial has not been granted (not available at Poundbury)	£215.00
<p>- an inscription, after the first, on a gravestone, tablet or other memorial (for each deceased)</p> <p>N.B. For this fee an additional inscription is defined as an inscription added to an existing memorial. Any additional stones are defined as a new memorial.</p>	£103.00
b) a tablet measuring 25 centimetres by 20 centimetres in the North Chapel of Dorchester Cemetery or on the wall in Dorchester Cemetery	Now included within (a) above
c) a flat stone not exceeding 30 centimetres by 30 centimetres which must not project above ground level in the Garden of Remembrance at Fordington Cemetery	
d) brass or bronze plaques 15.8 centimetres by 10 centimetres (only available at Poundbury)	
<p>Memorial Sizes – Poundbury Cemetery</p> <p>Memorials must not exceed 4 ft x 3 ft. (Traditional & Lawn). Kerb sets are only permitted in the Traditional Area at Poundbury not exceeding 2.075 metres by 0.875 metres.</p> <p>Children’s Section</p> <p>Subject to the Council’s consent and payment of the appropriate fees, headstones, kerb sets, flat stones and free-standing flower vases will be permitted in this area. However, no memorial will be permitted which exceeds 60 centimetres by 60 centimetres (122 centimetres kerb length).</p> <p>Cremation Section</p> <p>Memorials must not exceed 60 centimetres by 60 centimetres by 60 centimetres.</p> <p>Memorials - Dorchester or Fordington</p> <p>Kerb sets must not exceed 1.8 metres by 0.9 metres.</p> <p>VAT is not chargeable on any of the above fees.</p>	