



Memorial Permit Application

A permit is required for all memorial works in a cemetery.

FOR OFFICE USE ONLY

Permit No:

Permit Fee:

Invoice No:

Date Received:

SECTION 1: DETAILS OF GRAVE

Cemetery	Section	Grave Number	Deed of Grant Number

SECTION 2: DETAILS OF APPLICANT

Full name of applicant:	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Mr <input type="checkbox"/>	Other:
Address:					
Postcode:		Email:			
Telephone:					

DECLARATION BY APPLICANT (Tick as appropriate)

- A. I AM** the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant and hereby apply for a memorial permit to be issued subject to the regulations of Leicester City Council.
- B. I AM NOT** the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant. I am a relative of the person buried in the grave but it is impractical for me to trace the rightful owner and I hereby apply for a memorial permit to be issued to place and maintain, or add an inscription on a memorial on the grave. I further declare that should the rightful owner be traced I agree to remove the memorial at my expense if requested.

I understand that I am responsible for the maintenance of the memorial and that the council may take any action they deem necessary should the memorial become unsafe or dilapidated. I also understand that the memorial may be removed temporarily to allow burials in adjacent graves of this grave.

Signature:	Date:

SECTION 3: DETAILS OF MEMORIAL MASON

Name of Memorial Mason	
Full address including postcode:	
	Email:
	NAMM/BRAMM Registration Number:
Telephone:	

SECTION 4: DETAILS OF MEMORIAL WORKS

1. MEMORIAL PERMIT TYPE (Tick as appropriate)

NEW HEADSTONE (Grave) <input type="checkbox"/>	NEW HEADSTONE (Cremation Plot) <input type="checkbox"/>	NEW HEADSTONE & KERBS <input type="checkbox"/>
NEW STONE VASE/TABLET <input type="checkbox"/>	NEW WOODEN CROSS (Permanent) <input type="checkbox"/>	EXISTING MEMORIAL (modification or inscription) <input type="checkbox"/>

2. MEMORIAL DETAILS

Nature of works and materials used

INSCRIPTION

MEMORIAL DRAWING

3. MEMORIAL DIMENSIONS

	Height	Width	Depth
MEMORIAL			
MEMORIAL BASE			
KERBS			
FOUNDATION			

Bereavement Services
 Gilroes Cemetery & Crematorium
 Groby Road
 Leicester
 LE3 9QG
 Tel: 0116 454 1016
 Email: cemeteries@leicester.gov.uk

