

**Application for permission to renovate/repair/add an inscription or to carry out any other work to a memorial at Thornbury Cemetery**

This form is to be completed and forwarded to the Cemetery Administrator at Thornbury Town Council. Upon receipt of the completed application, the applicant will receive an invoice which must be paid before the permit can be issued.

Please issue a permit for work to be carried out to the Memorial on:

Grave No: ………………………………………………. at Thornbury Cemetery as hereunder stated.

**DETAILS OF MEMORIAL BEING ALTERED**

[ ]  Re-erection only of a headstone following a memorial inspection failure.

Memorial component details ie vase, headstone, book, etc: ……………………………………………………..….

………………………………………………………………………………………………………………………………………….

Material: …………………………………………………………………………………………………………………………....

Measurements: Height: Width: Thickness:

Work required to bring memorial to BS8415 standard including dowel dimensions and material:

………………………………………………………………………………………………………………………………………….

………………………………………………………………………………………………………………………………………….

Make and size of ground anchor if applicable: .………………………………………………………………………….

…………………………………………………………………………………………………………………………………………

Details of replacement kerbs (replacement kerbs are only allowed, with the Manager’s permission, in the old section of the cemetery.): ……………………………………………………………………………………………..

………………………………………………………………………………………………………………………………………….

(For office use only)

Deed No: \_\_\_\_\_\_\_\_\_\_\_\_\_ Fee: £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (free for re-erection only following inspection)

Date Permit Issued: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number: \_\_\_\_\_\_\_\_\_\_\_\_\_ Receipt: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARTICULARS OF WORK TO BE CARRIED OUT AND/OR ADDED INSCRIPTION**

Materials to be used: …………….………………………………………………………………………………………………

Total Height (including base): …………………… Total Width: .……..…………… Thickness: .…………………….

Memorial to be fixed to BS8415 standard using: .………………………………….……………………………………

Name and address of Monumental Mason: ………………………….…………………………………………………..

………………………………………………………………………………………………………………………………………….

Telephone Number: ……………………………………. Email: ..……………………………………………………………

The memorial must be erected in accordance with the rules and regulations of Thornbury Cemetery and the memorial mason must be registered with NAMM or BRAMM.

PLEASE NOTE NO MEMORIAL PERMITS WILL BE ISSUED UNLESS MEMORIALS ARE FIXED IN ACCORDANCE WITH THE CURRENT NAMM OR BRAMM CODE OF WORKING PRACTICE.

I agree to the above terms and conditions: Signature (Memorial Mason): ..……………………………………..

**PLEASE NOTE**: If the registered owner of the grave is deceased, a transfer of ownership is required before the permit can be issued. Applicants should contact Thornbury Town Council for any plot transfer enquiries. Thornbury Town Council can only transfer plots to those ‘legally entitled’ to them.

Signature(s) of the registered Grave Owner(s): (if more than 2 owners, please sign and attach the additional consent form.)

Print Name: ………………………………………………. Print Name: .……………………………………………………

Signature: ………………………………………………… Signature: ………………………………………………………

Address: …………………………………………………… Address: ………………………………………………………..

………………………………………………………………… ……………………………………………………………………..

………………………………………………………………… ……………………………………………………………………..

Date: …………………………………… Date: ……………………………………….

**MEMORIAL CONSENT FORM (additional owners):**

I confirm that I am a joint owner of plot number.……………………. in Thornbury Cemetery, Kington Lane, Thornbury, BS35 1NA and I agree to the work being carried out on the above memorial as described on the attached permit request.

Print Name: ………………………………………………. Print Name: .……………………………………………………

Signature: ………………………………………………… Signature: ………………………………………………………

Address: …………………………………………………… Address: ………………………………………………………..

………………………………………………………………… ……………………………………………………………………..

………………………………………………………………… ……………………………………………………………………..

Date: …………………………………… Date: ……………………………………….