

## Transfer of the right of burial

Following the death of the owner of the right of burial authority for arranging the transfer is vested in a specific person/s, their identity is determined as below;

1. If a Grant of Probate was issued ownership is transferred by the executor/s to whomever they specify.  
We require sight of the original Grant or an official sealed copy.  
**Please arrange for the Grant, together with a letter identifying the full name and address of the new owner/s, to be received by Weeley Crematorium.**  
**Please provide a contact telephone number and email address.**  
A transfer letter will be sent to all concerned.
2. If the owner left a Will, and it was not necessary for a Grant of Probate to be applied for, ownership is transferred by the executor/s to whomever they specify.  
We require sight of the Will and it will be necessary for a 'Statutory Declaration' to be prepared by Tendring District Council.  
**Please contact Weeley Crematorium on 01255 686644 so that we can discuss the 'Statutory Declaration'.**
3. If the owner did not leave a Will, and a Grant of Administration was issued, ownership is transferred by the administrator to whomever they specify.  
We require sight of the original Grant or an official sealed copy.  
**Please arrange for the Grant, together with a letter identifying the full name and address of the new owner/s, to be received by Weeley Crematorium.**  
**Please provide a contact telephone number and email address.**  
A transfer letter will be sent to all concerned.
4. If the owner did not leave a Will, and a Grant of Administration was not issued, it will be necessary for a 'Statutory Declaration' to be prepared by Tendring District Council.  
**Please contact Weeley Crematorium on 01255 686644 so that we can discuss the 'Statutory Declaration'.**

Please send documents requested above to;

**Weeley Crematorium  
Colchester Road  
Weeley  
Essex  
CO16 9JP**

Tele 01255 686644  
Email wcrem@tendringdc.gov.uk