

WEELEY CREMATORIUM MEMORIAL ORDER FORM

ROC

PLEASE COMPLETE IN CAPITAL LETTERS

FULL NAME Mr / Mrs / Miss / Ms

ADDRESS

IF YOU CHANGE ADDRESS IT IS VITAL THAT WE ARE INFORMED, PLEASE SEE NOTES OVERLEAF.

TELEPHONE NUMBER MOBILE NUMBER

MEMORIAL TYPE: FEE: £

PLEASE MAKE YOUR CHEQUE PAYABLE TO TENDRING DISTRICT COUNCIL

CREDIT OR DEBIT CARD FACILITIES ARE AVAILABLE.

Please tick box if receipt is required and enclose a stamped addressed envelope

PLAQUE STYLE:

AN ADDITIONAL OR REPLACEMENT PLAQUE WILL BE PRODUCED IN THE STYLE OF THE ORIGINAL HOWEVER BRONZE PLAQUES ARE NOW USED IN PLACE OF THE BLACK PLASTIC VARIETY.

SHAPE: OVAL RECTANGLE
FIXING: STAKE STONE BASE
SIZE: SINGLE DOUBLE

CHARACTERS: LETTERS & NUMBERS:
SUMMER HOUSE - 100
MEMORIAL SEAT - 70
SHRUB BED (RED TABLET) - 70
BRONZE PLAQUE - SINGLE 70 / DOUBLE 140

PLEASE ENTER BELOW AND IN CAPITAL LETTERS THE INSCRIPTION REQUIRED.
DO NOT INCLUDE SPACES OR PUNCTUATION WHEN CALCULATING THE TOTAL LETTERS USED.

Please check all details carefully, particularly dates, *as mistakes cannot be rectified later.*

The Council reserves the right to amend or refuse an application if the inscription is deemed unsuitable.

You will be notified in writing when the plaque is ready for positioning

PLEASE COMPLETE THE SECTION ON THE REVERSE OF THIS FORM

IMPORTANT INFORMATION:

New memorials are provided for an initial period of 10 years with an option to renew at the end of that period.

The purchase of a replacement or additional plaque does not also include an extension to the original lease period.

Please ensure the inscription is written in CAPITAL LETTERS and is legible, this form will be sent directly to the manufacturer.

Please consult our fees and charges for the for the number of characters a plaque can accommodate.

The manufacturer will make every effort to produce the plaque as set out but will make alterations to the layout should it prove necessary.

If a further burial is to take place by an existing memorial an additional/replacement plaque will be required.

Memorial lease reminder letters are sent to the owner towards the end of the lease. If the lease has not been renewed 1 year after the lease expires the plaque will be removed and the lease terminated.

IF YOU CHANGE ADDRESS IT IS VITAL THAT WE ARE INFORMED

Signature Date / / 2017

FOR OFFICE USE: REC NO:

ROC: METHOD OF PAYMENT: CASH / CHQ / CHIP & PIN

PLAQUE ORDERED: / / 20.... DATE PAYMENT RECEIVED: / / 20....

PLAQUE RECEIVED: / / 20.... APPT:

COMPLETED: / / 20.... AGREEMENT NO (AGR):

REMAINS: SECTION NO: PLOT NO:

PRAYER / POEM:

COMMENTS:

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