



ADUR & WORTHING  
COUNCILS

## Application form for Exclusive Rights of Burial for a Lawn grave, Traditional grave or Mausoleum

This form is to be completed in all cases where Exclusive Rights of Burial are required

<b>Cemetery</b>	
<b>Plot details</b> section-row-grave	
<b>Deceased full legal name</b>	

Grave details	
Depth prepared for one standard coffin	Lawn grave
Depth prepared for two standard coffins	Traditional grave
Depth prepared for three standard coffins	Child's grave
Mausaleum prepared for .... coffins	Mauseleum

Applicant Details	
<b>Title</b>	
<b>Full Name of Purchaser(s)</b>	
<b>Address</b>	
<b>Tel No.</b>	
<b>Email</b>	

Declaration	
I have read and understood the terms and conditions (overleaf) regarding the management and maintenance of graves within the cemetery and wish to purchase the Exclusive Rights of Burial to the grave detailed above.	
<b>Signed</b>	
<b>Date</b>	
<b>Payment details</b>	Fee enclosed
	Please contact me for payment by card

*Adur & Worthing councils are the data controllers for the purposes of applicable data protection legislation in relation to burials and interments within Adur and Worthing cemeteries. Full details about how your personal data is used are available at [www.worthingcrem.co.uk/privacy-notice](http://www.worthingcrem.co.uk/privacy-notice)*

Please submit this application, together with the Notice of Interment, if applicable to: Bereavement Services, Worthing Crematorium, Horsham Road, Findon, West Sussex, BN14 0RG  
Email: [cemetery@adur-worthing.gov.uk](mailto:cemetery@adur-worthing.gov.uk) Tel: 01903 872678

## **General Information and Terms and Conditions for the Management and Maintenance of Graves within Cemeteries**

### **Deed of Grant**

A Deed of Grant of Exclusive Right of Burial which names the person(s) who hold the rights to the grave or plot detailed on the grant. The named person(s) hold the right to decide who else will be buried in the plot, to be laid to rest in the plot themselves if space allows and entitles them to apply for a memorial permit from the council. The lease length is for a period of 50 years.

### **Memorials**

In accordance with the rules and regulations in force at the time of application, a permit application must be applied for to place a memorial on the cremation plot. A permit must be obtained from the Council prior to a memorial being fixed and a fee will be payable. For full details please refer to the Rules and Regulations of the Cemetery/Burial Ground regarding the regulations for placing of memorials, permitted sizes of memorials and the workmanship of memorial masons.

### **Maintenance**

*Traditional Graves* - Traditional graves may have a headstone and a kerb and set memorial surrounding the grave. The responsibility for maintenance of the memorial and interior is that of the grave owner(s)

*Lawn Graves* - Lawn graves may have a headstone only at the head of the grave or (depending on where supplied) on a concrete rafter. You are not permitted to plant out shrubs, trees, nor will you be allowed to place a surround to the grave or infill it. These areas are kept as a lawn and will be mowed and maintained by the Council. The graves will be periodically topped up after interment and seeded approximately 12 months once the grave settlement has finished.

In the Cemetery the Council aims to provide a peaceful and dignified setting. If you choose to have a memorial the maintenance of the area within the memorial perimeter is your responsibility, otherwise the area will be maintained as lawns.

The grounds are looked after on a rotating schedule so each section within the cemeteries are maintained throughout the year. Certain areas may be left to grow longer and cut less often to help maintain a balance for wildlife.

The Cemetery staff will respectfully remove any unauthorised stones, fences and plants, other than those within the permitted border, so that we can keep the area well maintained for the benefit of all visitors to the Cemetery. The Council may have to lay flat or remove any memorial which poses a risk, has become damaged or is in danger of falling.

For the full burial ground rules and regulations please use the link below for the website:

<https://www.adur-worthing.gov.uk/cemeteries-and-crematorium/>

Hardcopies are available, please contact Bereavement Services:

Bereavement Services, Cemeteries Team

Worthing Crematorium, Horsham Road, Findon, West Sussex, BN14 0RG

Email: [cemetery@adur-worthing.gov.uk](mailto:cemetery@adur-worthing.gov.uk) Tel: 01903 872678