



ADUR & WORTHING
COUNCILS

**Application for a Permit to Place or Adjust a Memorial
at St Nicolas Churchyard**

Please indicate which of the following this Application relates to:

GRAVE

CREMATION PLOT

- NEW MEMORIAL
- KERB & SET MEMORIAL
- REPLACEMENT MEMORIAL
- ADDITIONAL INSCRIPTION
- ADDITION TO MEMORIAL

- NEW MEMORIAL
- REPLACEMENT MEMORIAL
- ADDITIONAL INSCRIPTION
- ADDITION TO MEMORIAL

SECTION..... GRAVE SPACE.....

NAME OF DECEASED.....

INSCRIPTION WORDING (proposed/existing memorial)

Please detail the exact wording proposed

.....
.....
.....

Is the colour of the lettering in low contrast to colour of the stone **YES / NO**

MEMORIAL FIXING METHOD

Does the Memorial foundation stone, landing and fixing method meet the standard required by NAMM in their Code of Working Practice?

YES / NO (Please delete as appropriate)

MEMORIAL PROPOSED

A line drawing or photograph and a description of the Memorial inclusive of all dimensions is required.

Please see overleaf for Memorial Restrictions.

NOTE: Identification number (Section Row and Grave) must be visibly inscribed on the rear of the Memorial and indicated on the drawing.

State overall dimensions i.e. maximum
Height (above ground level) Width..... Length..... Depth.....

Memorial Name/Model Materials & Colour.....

Finish to stone

It is now a requirement that an appointment is made to install any Memorial in our Cemeteries. Please contact us to make an appointment

MEMORIAL RESTRICTIONS

Please refer to the Burial Ground Rules & Regulations relating to the memorial planting and maintenance of graves and cremation plots within the cemetery, as this may affect our choice of memorial. As a guideline, permits will be granted for the erection of memorials, which are made from natural or quarried stone and fall within the following sizes. Special restrictions apply to the choice of stone, finish and colour of lettering permitted at St Nicolas Churchyard. All memorial stones must have a **minimum** thickness of 3".

Memorial	Memorial Size Restriction (n.b. maximum height above ground level)
Grave	Not exceeding a height of 2'6" x width of 2'6" (0.76m x 0.76m) Inclusive of base of memorial
Kerb and Set	Not exceeding a height of 3'6" x width 3'0" x length 7'0" (1.06m x 0.91 x 2.13m) Inclusive of base of memorial
Cremation Plot	Not exceeding a height of 18" x width 2'0" (0.45m x 0.60m x 0.60m) Inclusive of base of memorial

Please Note: If granted, the permit will be for the exact memorial of work as detailed upon this form. If the memorial is found to be of the incorrect size, description or location or found to have no identification number, you will be required to arrange rectification to the satisfaction of the Head of Environmental Services or his/her representative.

STATEMENT OF THE REGISTERED GRAVE OWNER

I hereby authorise Messrs.....(Monumental Masons)

Address & Telephone No.....

to carry out the work detailed above and overleaf, subject to the written approval (a permit) from Adur District Council & Worthing Borough Councils. I have instructed that the Stonemasons comply with the necessary terms and conditions of the permit and I agree to arrange for rectification of the memorial if requested to do so.

Signed (Registered Owner of Grave).....Date.....

(If Deceased, the name of the person applying for burial).....

Name (Block Capitals)

Address.....

Tel.No..... Email.....

Fee Payable £.....

Adur & Worthing Councils are the data controllers for the purposes of applicable data protection legislation in relation to memorial applications. Full details about how your personal data is used are available at www.worthingcrem.co.uk/privacy-notice

Please return this application, together with the fee (cheques made payable according to cemetery location i.e. Adur District Council **OR** Worthing Borough Council) to:-

Bereavement Services
Worthing Crematorium
Horsham Road
Findon
West Sussex
BN14 0RG
Email: cemetery@adur-worthing.gov.uk
Tel: (01903) 872678