



**HUNCOTE PARISH COUNCIL  
Acting as the Burial Authority  
HUNCOTE CEMETERY  
Monument Installation/Inscription**

This notice is to be delivered to the Parish Council Office  
Huncote Parish Council, c/o 3 Mountfield Road, Earl Shilton, Leicestershire LE9 7LW  
Between the hours of 9:00am – 6:00pm (Mon-Fri) **prior to final order with stonemason being placed**

<b>Details of applicant:</b>	
Name _____	
Address _____	
Telephone No _____	
Email Address _____	
<p>Declaration by applicant: I have received a copy of the rules and regulations for Huncote Cemetery (available from <a href="http://www.huncote-pc.gov.uk/cemeteries">www.huncote-pc.gov.uk/cemeteries</a>) and agree to be bound by them and pay the appropriate fee. <b>HEREBY UNDERTAKE TO INDEMNIFY THE Council</b> from and against all actions, proceedings, loss, charges, damages, expenses, claims and demands which may be brought or made against the Council in consequence of the Council's consent to permitting any work on the grave described below.</p> <p>I hereby apply for a new monument to be placed <input type="checkbox"/> / to add an inscription to an existing monument <input type="checkbox"/> as detailed below.</p>	
Signed _____ Date _____	
Relationship to the person(s) buried in the grave as listed below _____	
<p>Note: All purchasers of graves are reminded that the erection of any permanent memorial will require the consent of the burial authority and the payment of the appropriate fee. The authority reserves the right to remove any unauthorised form of memorial, structure or planting in order that the area remains as a lawn cemetery.</p> <p>Note: In signing this indemnity you are giving an undertaking to bear all appropriate costs of the purchase, removal, engraving, and installation of the memorial and the cost of any claim which might be brought by the owner or the heirs to the owner of the grave as a result of your claiming the right to add or amend a memorial of the deceased person mentioned below in the grave.</p>	
<b>Title, name and address of the Exclusive Right of Burial holder for the plot</b>	
Name _____	
Address _____	
Telephone No _____	
Email Address _____	
<b>Details of person(s) buried in grave where memorial work requested:</b> (Please complete all known details) Plot No _____	
Title _____	Name _____
Home Address at date of death _____	
Place of Death _____	
Occupation _____	Date of Death _____
Date of Birth _____	Registrar/Coroner's Certificate No _____
Title _____	Name _____
Home Address at date of death _____	
Place of Death _____	
Occupation _____	Date of Death _____
Date of Birth _____	Registrar/Coroner's Certificate No _____
Title _____	Name _____
Home Address at date of death _____	
Place of Death _____	
Occupation _____	Date of Death _____
Date of Birth _____	Registrar/Coroner's Certificate No _____

**NOTE: All Erections/installations/additional inscriptions to comply with NAMM Code of Working Practice (October 2018) in complying with British Standard 8415-2018.**

**Details of the Person/Funeral Director/Stonemason taking responsibility for the arrangements and for payment of all the fees due:**

Company \_\_\_\_\_  
 Contact Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone No \_\_\_\_\_  
 Email Address \_\_\_\_\_

**To be completed by chosen Funeral Director/Stonemason**

**Any preferred dates for installation** (dates subject to date stonework is completed, not within council remit to determine)

Desired Installation Date \_\_\_\_\_  
 Any significance of date \_\_\_\_\_

**A TO BE COMPLETED IN ALL INSTANCES**

**Picture / drawing of existing/proposed memorial**

**B TO BE COMPLETED WHEN AN ADDITIONAL INSCRIPTION IS BEING ADDING TO AN EXISTING MONUMENT**

Description of existing memorial \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Existing wording on memorial \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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**C TO BE COMPLETED IN ALL INSTANCES**

I apply for the right to add an additional inscription to an existing monument and hereby consent to the temporary removal of the existing monument for any inscription work to take place.

Signature of purchaser \_\_\_\_\_  
 (or representative of person named overleaf)

Proposed wording for additional inscription \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Fees:</b> Monument Fee            £ _____ Admin Fee                    £ _____ Other                            £ _____ Total                            £ _____		<b>Payment:</b> <table border="1"> <tr> <td>Cheque enclosed:</td> <td></td> <td>Bank Transfer:</td> <td></td> </tr> </table> Please make all cheques payable to <b>'Huncote Parish Council'</b> or Bank Transfers to Co-op Bank: 08-90-77 61080014		Cheque enclosed:		Bank Transfer:		(for office use only)  Receipt No _____ Application Approved _____
Cheque enclosed:		Bank Transfer:						