

## APPLICATION FOR A BRONZE MEMORIAL PLAQUE

(Please ✓ where appropriate)

- Memorial Kerb in the Garden of Remembrance at Hereford Crematorium
- Memorial Kerb in the Millennium Garden at Hereford Crematorium
- Memorial Kerb in the Garden of Memory at Leominster Cemetery\*
- Memorial Tree (please ring to discuss location and variety available)

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(Requests to inter cremated remains behind memorial plaques will be declined)

New 6" x 4" bronze memorial plaques are placed for an initial 10-year period. The lease is available for renewal at any time. Kerb spaces can be reserved for future use if required (subject to the payment of the lease). Please contact Bereavement Services.

\* Please note: Some older plaques in Leominster Cemetery are 6" x 2¾". If you have a reserved lease where these are situated and you wish to order this same size, please ✓  If this box is not ticked, a 6" x 4" plaque will be ordered for Leominster Cemetery.

Bronze plaques are ordered at the end of each month and take approximately 4 – 6 weeks

**Inscription guidance – Permitted number of 19 letters / figures / spaces per line.**

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HEREFORDSHIRE COUNCIL reserve the right to vary any inscriptions as may be found necessary or to refuse an application which is considered unsuitable.

**Plaques need be re-made to add a further inscription. Please ✓ where appropriate.**

This application is for a replacement plaque  Plaque number, if known:

I wish to retain the original plaque  I will collect  Please post (P&P applies)

Herefordshire Council may recycle the original plaque

I enclose payment of £  (Cheques payable to Herefordshire Council)

Memorial plaques are placed for an initial 10-year period. The obligations of the Council under this lease do not extend to the repair, renewal or replacement of any plaque unless the need for such repair, renewal or replacement is due to the negligence of the Council, its employees, contractors or other persons under the Council's control. The lease is available for renewal at any time.

**Date**  **Signature**

**Applicant name and address** (Please print)  
 (Mr/Mrs/Ms/Miss)

Post Code  Tel No.

**Please notify Bereavement Services of any changes to these details**

On completing this form, please return it to:

HEREFORDSHIRE COUNCIL  
 Bereavement Services  
 Crematorium Office  
 Westfaling Street  
 HEREFORD  
 HR4 0JE

Tel: 01432 383200

Herefordshire Council will comply with all legislative requirements concerning the use of personal information. It will respect the rights of those persons about whom it holds information. Where those rights are in conflict with the rights of others, it will ensure that a proper balance is struck between the competing rights according to the law.

<b>For Office Use</b>	Cremation No:		New Reserved Lease only:	
<b>EBS 018/5</b>	Receipt No:		Location:	
<b>23.03.2010</b>	Date Ordered:		Fix Sheet No:	
	Order No:		Removal Sheet No:	
	Additional Lease Years:		Fix Letter Sent:	