Herefòrdshire.gov.uk

APPLICATION FOR A GRANITE PLAQUE ON THE GRANITE SUNDIAL PEDESTAL IN THE GARDEN OF REFLECTION

This is an interactive PDF form which you can electronically type into the fields or print to fill out manually.

To be completed by the Applicant and returned to Bereavement Services, Crematorium Office, Westfaling Street, Hereford HR4 0JE Tel: 01432 383200.

The Granite Sundial Pedestal Memorial is a free standing memorial situated in The Garden of Reflection which offers various sizes of memorial plaques.

Granite plaques with a gilded inscription are placed for an initial 10-year period although the lease is available for renewal at any time. Spaces can be reserved for future use if required (subject to the payment of the lease).

Granite plaques are ordered on an individual basis and take approximately 6 - 8 weeks.

The lease will commence on the day the plaque has been fitted.

Cremated remains are scattered on the surrounding lawn areas.

No floral tributes are permitted around this memorial in the Garden of Reflection.

NO MORE than **ONE LETTER** or **NUMBER** must be written in each box

DO NOT FORGET TO INCLUDE SPACES IN YOUR INSCRIPTION. A space counts as a letter or number.

We will centre the text on the tablet; this guide box is only to aid your choice of inscription.

The inscription **MUST** be clearly written in block capitals.

Blacked out boxes are to represent the holes for the tablet to be fixed to the memorial – DO NOT USE. It is only possible to have a motif on a plaque on row 3, 4 and 5

If you would like a motif, please give details of the motif required, including colouring and please contact Bereavement Services for the additional cost of this motif

	INSCRIPTION GUIDE BOX FOR SUNDIAL MEMORIAL PLAQUE 6" X 3" (1st Row)																
1																	
2	2																
3	3																
4	ŀ																
5	5																

INSCRIPTION GUIDE BOX FOR SUNDIAL MEMORIAL PLAQUE 7¹/₄" X 3" (2nd Row)

<u> </u>	1											
2	2											
3	3											
4	4											
Ę	5											

1

INSCRIPTION GUIDE BOX FOR SUNDIAL MEMORIAL PLAQUE 8½" X 3" (3rd Row) If a motif is required, please do not use the lightly shaded area												
2												
3												
4												
INSCRIPTION GUIDE BOX FOR SUNDIAL MEMORIAL PLAQUE 9 ³ /4" X 3" (4th Row)												
If a motif is required, please do not use the lightly shaded area												
1												
2												
3												
4												
5												
INSCRIPTION GUIDE BOX FOR SUNDIAL MEMORIAL PLAQUE 11" X 3" (5th Row) If a motif is required, please do not use the lightly shaded area												
3												
4												
5												
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 tick where appropriate.												
This application	on is for a re	placement	plaque	Plaque r	number, if known:							
I wish to retai	n the origina	l plaque	l will	collect	Please post (P&P applies)							
Herefordshire Council may recycle the original plaque												
Please be advised that we will endeavour to remove the plaque intact. However, there may be circumstances beyond our control that prevent us from doing so.												
l enclose a pa	yment of £				(Cheques payable to Herefordshire Council) (Cash and Card payments are also accepted)							
I confirm the inscription is correct and that the memorial plaque will be placed for an initial 10-yea 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 contro												
No floral tril	No floral tributes are permitted around this memorial in the Garden of Reflection.											
Date			Sig	nature								
Applicant name and address (please print)												
Please print:	Mr Mrs	Miss	Ms									
Address												
Postcode												
Tel. No:				E-Mail Add	dress:							
Please notif	y Bereave	ment Serv	vices of	any change	es to these details							
On completing	g this form, _l	olease retu	rn it to:									
HEREFORDSHIRE COUNCIL Bereavement Services Crematorium Office Westfaling Street HEREFORD HR4 0JE Email: bereavement@herefordshire.gov.uk Tel: 01432 383200												
Herefordshire Council is the Data Controller under data protection law and will use the information you provide on this form in order to process your application. The legal basis for processing this data is our legal obligations for providing bereavement services. We will keep your data in accordance with our Record Retention Schedule. Where necessary we may share this personal data with partner organisations for the protection of public funds administered which may include the prevention or detection of fraud and auditing purposes. Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office https://ico.org.uk/												
For Office Use		Cremation No			Lease Dates:							
EBS 018/16		Invoice No:	Rece	eipt No:	Location: Sundial - Garden of Reflection: Row: Positio							
25/09/2019		Date Ordered	:		Fix Sheet No:							
Credit/Debit payme	ent:	Order No:			Removal Sheet No:							
Cash payment:		Additional Lea	ise Years:		Fix Letter Sent:							
A/C to Funeral Dire	ector:	Cheque No:			Scanned:							