



Caistor Town Council

# Caistor Town Council - Memorial Permit Application

Name of deceased person:

Grave Number:

Company/Mason Name and Address:

Email:

Tel no:

Request permission for:

New memorial:

Add inscription:

Vase:

Plaque/Tile:

Renovation/ Repair:

Memorial size - please enter size on diagram:

Inscription:

Front view (out of ground)      Side view

Alternatively, please attach a sketch of the memorial

I am aware of the regulations enforced by the authority and confirm that the memorial will conform to CTC regulations and be installed as per current monumental stonemason code of working practice

Company/Mason Signature

Name and address of Exclusive Rights Holder:

Tel no:

**As owner of the Exclusive Rights of Burial for the above numbered grave, I hereby give authorise the erection of this memorial on the grave:**

I understand that the memorial remains my property and as the owner of the Grant of Exclusive Rights of Burial I am responsible for keeping the memorial in good repair at all times to meet current and any future Health and Safety Regulations or Rules that may be applied. I understand that if I fail to do so the memorial may be laid flat/removed without prior notice, I agree to allow Caistor Town Council to authorise random testing of memorials to National Association of Memorial Mason standards (or any relevant Health and Safety standards) to ensure that I am complying with my obligations as the owner of the Grant of Exclusive Rights of Burial of this grave/plot. If the memorial is found to be in an unsafe condition, at any time, I accept that the memorial will be laid flat/removed and that I will be responsible for the cost of removal and renovation/repair cost if I choose to have the memorial reinstated. I will ensure that I notify the Town Clerk in writing of any change of address to enable them to notify me of any change in rules or regulations that may effect the grave or memorial.

Signed:

Dated:

(For completion by Caistor Town Council)

EROB checked:

Fit with policy:

Grave Details checked:

Fee:

Permission granted/declined (delete as appropriate)

Signed:

Dated:



## Caistor Town Council - Memorial Permit Application

### **Memorial General**

- ◆ The monumental masons have a duty of care to erect memorials securely. Only Stonemasons who agree to accept responsibility for the health and safety of the memorial for the first ten years will be allowed to erect a memorial.
- ◆ The memorial has been manufactured and will be erected to the current minimum National Association of Memorial Mason (NAMM) standards. **In the case of headstones this will include a NAMM approved anchor system.**
- ◆ **All work** carried out on the memorial (e.g. removed for additional inscription or other repair work) will meet current minimum NAMM standards and **in the case of a headstone will include a NAMM approved anchor system.**
- ◆ **I have explained to the owner of the Grant of Exclusive Rights of Burial (details overleaf) that the memorial remains their property and that they are responsible for keeping it in good and safe condition to current industry and general Health and Safety standards at all times.**
- ◆ **I have advised the owner to consider insuring the memorial against accidental damage and vandalism.**

### **Access to the cemetery**

- ◆ Memorials should be erected by appointment, within normal working hours and with the presentation of a permit issued by the Town Council.
- ◆ Memorials erected before permits are issued will be removed at the mason's expense until relevant paperwork is submitted.
- ◆ The Stonemasons must leave the site clean and tidy.