



Fair Oak and Horton Heath Parish Council
Village Hall, Shorts Road, Fair Oak, Eastleigh SO50 7EJ
Telephone and Fax 023 8069 2403
Email: fairoakparish@btconnect.com
Clerk – Cheryl Gosling



**APPLICATION FOR A LICENCE TO ERECT A MEMORIAL IN
 FAIR OAK CEMETERY OR FOR WORK TO BE CARRIED OUT ON AN
 EXISTING MEMORIAL**

This application to be delivered together with the Grant of Exclusive Rights form to the Clerk at the above address, prior to the erection or replacement of a memorial, after any work carried out to a memorial or the placing of a vase. No work is to commence until the permit form has been issued.

Name of person interred

Address at time of death

.....

Date of Burial Grave Number

Description of Proposed Memorial/work.....

.....

Proposed Inscription

.....

Dimensions of proposed Memorial in millimetres. **PLEASE NOTE THE WIDTH DIMENSION IS FROM SIDE TO SIDE AND NOT BACK TO FRONT OF THE MEMORIAL**

.....(mm) height x(mm) width x.....(mm) length

The Grave number must be engraved on the back of all new and replaced headstones in letters of no more than 50 mm in height and may have with the name of the stonemason in letters of no more than 20 mm in height.

Sketch of Proposed Memorial

(Refer to current regulations on dimensions and materials)

Note: The maximum outside measurements above ground level for memorials erected within Fair Oak Cemetery are shown below. A small vase or urn may be used instead of a headstone. These may only be placed at the head of the grave where the headstone would normally be sited.

The width dimension is from side to side and not back to front of the memorial

	Height (mm)	Width (mm) Side to side	Length (mm) Front to Back
Adult Grave	1 metre	760 mm	600 mm
Cremation Circle	600 mm	460 mm	460 mm
Cremation Line	600 mm	585 mm	585 mm
Child's grave	600 mm	600 mm	500 mm

Stone Mason

Address

Telephone No Email

I agree to notify the Fair Oak and Horton Heath Parish Council of the date the proposed memorial/work is to be erected.

Signature

Details of Applicant

I agree to abide by Fair Oak and Horton Heath Parish Council's "Regulations in Respect of Interments and Erection of Memorials in the Fair Oak Cemetery" and "Regulations for the Erection of Memorials or for Work to be carried out on an Existing Memorial" and have instructed the stonemason to follow these regulations.

As the owner or person authorised of the Right of Burial in the grave referred to above I hereby authorise the erection of a memorial on the grave or the work to be carried out as detailed above.

SignaturePrint Name

Address of Applicant

.....

Relationship to deceased

Fee £

Dated

Date accepted and returned by Parish Officer

Grave Number Verified

Signed