

Notice of Interment in _____ Cemetery

This notice along with the appropriate original certificate (registrars/cremation/coroners) is to be delivered to the Bereavement Service Office, Guildford Crematorium, New Pond Road, Godalming, Surrey. GU7 3DB at least two full working days prior to any interment.

Times of Interment – Monday – Friday 10.00am – 3.00pm.

The particulars must be completed in **BLOCK CAPITALS** in ink and be fully and accurately stated.

Full name of deceased			
Address where death occurred			
Address of private residence (if outside Guildford Borough fees will be doubled)			
Date of death			
Sex		Male/Female	
Age (if less than 1 month give date of birth)			
Occupation		Marital Status	

Date of burial		Time of burial	
Is Cemetery chapel required		YES/NO	
Religious Denomination		* Church of England, Roman Catholic, Non Conformist, Jewish	

*** The allocation of graves in these sections are subject to availability**

Details of grave to be opened	New, Re-open, Pre-purchased, Garden of Remembrance, Children's, Memorial Vault
Type of grave	Lawn, traditional
Depth of grave	Single, double, treble
Construction and size of the coffin/casket (exact measurements) (Feet and inches)	

Details of re-open grave	Grave number & Block
Name and date of last interment	

IMPORTANT NOTICE

Purchase of exclusive right of burial of new grave

The grave owner is buying the exclusive right of burial in the specified grave for a period of 30 years. A grave in the lawn section, and the erection of memorials is restricted to headstones only. When convenient, the grave area will be grassed over. Planting is permitted at the head of the grave.

I have read, understood and agree will abide by the above statement and abridged Cemetery Regulations.

Signed Date

THE APPROPRIATE SECTION OVERLEAF MUST BE COMPLETED BY THE APPLICANT

ONE OF THE FOLLOWING SECTIONS MUST BE COMPLETED

**For New Graves:
Application for Ownership**

I/ We desire to purchase the Right of Burial in the grave in which the aforementioned deceased is to be interred. I have read the Council's regulations in force with regard to the management and control of this cemetery and hereby agree to comply with them. I/We understand that my rights will exist for a period of 30 years.

Mr/Mrs/Miss/Ms/Other (full name)

Address (including postcode).....

Relationship to the deceased	Telephone number:
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Signed	Date
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Opening of Pre-Purchased graves or re-opening of purchased graves

I hereby authorise Grave No Section to be opened for this interment.

If you are not the owner of the Right of Burial what is your relationship to the deceased

Mr/Mrs/Miss/Ms (full name)

Address (including postcode)

Signed	Date
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Telephone number:	Date
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NOTE: After the death of the registered owner the appropriate transfer form should be completed and submitted to the burial authority

N.B. Guildford Borough Council can only authorise the opening of a purchased grave with the permission of the owner (s) or to inter the owner. In all other cases ownership must be transferred to someone who can legally prove that they are entitled to receive these ownership rights. Whilst the burial authority will offer all assistance in establishing the means of transfer, responsibility remains with the funeral arranger to have clarified this matter before booking.

Signature of Funeral Director

Name of Funeral arranger

Company address of Funeral Directors