

APPLICATION FOR A LIVING MEMORIAL WITH STEM OR STRAP PLAQUE TREE OR SHRUB

(please complete both sides)

Plaque required <i>Tick as appropriate</i>	Bronze Strap Plaque		Bronze Stem Plaque	
	Plaque No.		Position	

Inscription (Max. 18 characters per line and 80 characters in total excluding spaces over a max. 6 lines)
Please ensure that you have checked carefully your inscription below, as mistakes cannot be altered afterwards. The Council reserves the right to vary any inscription as may be found necessary or to refuse wording which is considered unsuitable.

Please supply and fix a plaque as indicated in the above position with the above inscription.

A new plaque		A replacement plaque	With additional name		Without additional name	
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If there is more than one existing plaque, please indicate which one is to be replaced:

I understand that additional memorabilia (for example, cards, photos, glass, metal and ceramic objects) will not be permitted on the lawns and will be removed and that if I do not renew the lease, the shrub/tree may be leased by another family and I will not be able to reunite ashes nor leave floral tributes adjacent to the shrub/tree.

I enclose a total payment of: <i>Cheques are made payable to the London Borough of Havering.</i>	£	Please call me to take payment by debit or credit card	
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Applicant
I understand that as the memorial owner, it is my responsibility to contact the authority if I wish to renew the lease for a further 10 years and to inform the authority of any change to my address.

Mr/Mrs/Miss/Ms <i>please indicate</i>	Surname	First Names
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Address		Postcode
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Telephone		Email	
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Signature of owner		Date	
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For office use only							
Plaque No		Position		Lease End		Sec No	