



APPLICATION FOR A SLATE WALL PLAQUE *(please complete both sides)*

Plaque No.

Plaque Position

Inscription

Please use one box for each letter, number, symbol or space. 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 in the above position with the above inscription.

I understand that additional memorabilia (for example, cards, photos, glass, metal and ceramic objects) will not be permitted on or near the wall and lawns and will be removed. Due to the nature of the material, the London Borough of Havering cannot guarantee that, if requested, the plaque can be removed undamaged.

I enclose a total payment of:

Cheques are made payable to the London Borough of Havering.

£

Please call me to take payment by debit or credit card.

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					
Address							
		Postcode					
Telephone		Email					
Signature of owner		Date					
For office use only							
Plaque No.		Position		Lease end		SEC No.	

The Gardens of Remembrance are open daily 9.00am – 7.00pm (April to October) and 9.00am – 4.00pm (Nov to March) including Christmas Day, Boxing Day, New Year's Day and all other Bank Holidays.

Bereavement and Registration Services, South Essex Crematorium, Ockendon Road, Upminster RM14 2UY

Tel: 01708 434433 Fax: 01708 434422 Email: cemeteries@havering.gov.uk

The supply of the memorial is governed by the Sale and Supply of Goods Act 1994