



## APPLICATION TO CARRY OUT MEMORIAL WORK

v1

Grave Details					
<b>Cemetery</b> <i>Please indicate</i>	UPMINSTER	ROMFORD	HORNCHURCH	RAINHAM	
<b>Grave Section</b>		<b>Grave Number</b>		<b>Suffix</b>	

Nature of Proposed work					
<b>Material</b> <i>Please detail</i>		<b>Colour</b> <i>Please detail</i>			
<b>Lawn Memorial Headstone Only</b>		<b>Lawn &amp; Garden Kerb</b>		<b>Garden Kerb Only</b>	
<b>Traditional Memorial Kerbs Only</b>		<b>Traditional Memorial with Headstone</b>		<b>Other memorial Vase/s Books</b>	
<b>Clean &amp; Renovate Memorial</b>		<b>Additional Inscription</b>		<b>NAMM Fixing only</b>	
<b>Dimensions</b>	<b>Headstone</b>		<b>Base</b>		
<i>Height</i>					
<i>Width</i>					
<i>Depth</i>					
<b>Full or Lawn Garden Kerb installation at later date</b>	<b>Yes</b>		<b>No</b>		
<i>If Yes, please note this must be within two years of the date the permit is issued</i>					
<b>Please attach a detailed drawing of the new memorial to show accurate dimensions including kerb sets, fixings and base. Please note trademarks or company names are not permitted on headstones</b>					
<b>Proposed Inscription:</b>			<b>Type of fixing and foundation</b>		
			<b>NAMM Fixing to concrete beam</b>		
			<b>Earth Anchor NAMM fixing with a concrete base foundation</b>		
			<b>NAMM Fixing to full concrete landing</b>		
			<b>NAMM Fixing to concrete beam. Kerb supported on beam &amp; lintel at foot</b>		
<b>Copyright</b>	<b>Yes / No</b>		<i>If yes, please ensure that the owner of the grave is aware of the London Borough Of Havering's disclaimer regarding copyright / QR codes</i>		
<b>Quick Response Code?</b>	<b>Yes / No</b>				

Work should not begin on the memorial **before** a permit has been issued.

We recommend that work is undertaken during the normal working hours of the cemeteries, 9am to 4pm, when staff are on site or contactable on 01708 434455.

This application, when completed must be sent to the South Essex Crematorium, Ockendon Road, Corbets Tey, Upminster, Essex RM14 2UY.

### To be completed by Memorial Mason

<b>Company Name &amp; Address</b>			
<b>Name</b>		<b>BRAMM Registration No.</b>	
<p>I confirm that all memorial works shall be carried out in accordance with the NAMM Code of Working Practice, the BRAMM Blue Book and the current British Standard BS8415. I accept that I am responsible for meeting the above standards and am accountable for any breach of the standards.</p> <p>I accept that if the proposed work is an additional inscription or memorial, it is my responsibility to check that the existing memorial is erected safely before commencing work. If the memorial is unsafe I undertake to cease work and contact the cemetery office.</p> <p><i>To be signed on behalf of the Memorial Company</i></p>			
<b>Signed</b>		<b>Date</b>	

### Authority of Grave Owner

I am the registered owner (or have Power of Attorney to act for the owner) of the Exclusive Right of Burial in the grave space detailed above.

I understand that I am responsible for the safe installation, subsequent maintenance and repair of the memorial. I accept that the Council, under its Duty of Care, is obliged to periodically test the memorial for stability and that if the memorial becomes unsafe that it is my responsibility to arrange for remedial works to be carried out by a qualified monumental mason.

If the mason has to cease work because the memorial is unsafe the burial authority will test the memorial and will inform me of any necessary work to be carried out.

I understand that any permission will be granted only for the unexpired time that the Grant of Exclusive Right of Burial is effective. I indemnify the Burial Authority from all claims, damages and cost which they incur in consequence of this work.

I understand that the London Borough of Havering will not be held responsible for the content of websites or information links to websites accessed by visitors using the Quick Response Codes placed on memorials within its cemeteries.

I understand that I am responsible for obtaining permission of the copyright holder in respect of any copyright material incorporated in the memorial inscription and that the London Borough of Havering assumes no responsibility for copyright material so incorporated. I understand that the London Borough Of Havering will not be liable for any loss or damage that may arise from an infringement of copyright in the memorial inscription.

*To be signed by the grave owner*

<b>Name</b>		<b>Signed</b>		<b>Date</b>	
<b>Address</b>					

**The permit issued for this work must be available on request whilst working on site and returned to South Essex Crematorium within five days of completing the work.**

### FOR CEMETERY USE ONLY

<b>Date</b>		<b>Permit Fee</b>	
<b>Permit Number</b>		<b>Checked by</b>	