

Memorial Tree, Hall of Remembrance Selection Advice

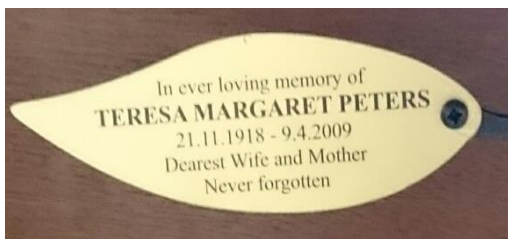
You may select the exact position in which the leaf you purchase will be placed on the Memorial Tree in the Hall of Remembrance. Each leaf is individually numbered and photo maps showing the numbers, are available as downloads from our web site.

Please use the maps and visit the Hall of Remembrance where we recommend that you select four leaf positions in order of preference and note the numbers below. We will give you your first choice providing it is not on order or reserved by another family. You may reserve a position on the tree by visiting www.havering.gov.uk/memorialtree.

Selection of Memorial Leaf

<i>Please tick branch suffix and indicate leaf number</i>	Number	Left Lower	Left Upper	Right Upper	Right Lower
First Choice					
Second Choice					
Third Choice					
Fourth Choice					

Please bear in mind that leaves may be left or right facing; if you are uncertain which direction a leaf will be facing, please check with the office staff who will be pleased to help you.



Left Facing



Right Facing

Once we have confirmed that your chosen leaf position is available, we will reserve it for you for one month. We will send you an application form and you will need to complete this and return it to us with your payment.

We will write to you to inform you once your leaf has been placed on the Memorial Tree. This may take up to twelve weeks.

Memorabilia, for example, cards, flowers, photos, ceramic objects or toys will not be permitted in the Hall of Remembrance including on, or at the foot of the Memorial Tree. Any unauthorised items will be removed.

