

Facilities

Town Hall, The Boulevard,
Crawley RH10 1UZ

Telephone: Crawley (01293) 438362

Email: burials@crawley.gov.uk



LITTLE TREES CEMETERY – APPLICATION TO ERECT AND/OR INSCRIBE A MONUMENT

This application must be submitted to Facilities, either by post to the above address or by email. Please note the memorial must be approved, in writing, before any work commences.

All memorials to be erected in Little Trees cemetery must comply with the existing regulations. All persons carrying out any memorial work must be BRAMM or NAMM registered and observe and conform to the current cemetery regulations.

Memorials may only be erected on a grave space where the exclusive right of burial has been purchased for fifty years.

Description of proposed monument for the grave space of:

Name of deceased Section No.

A design of the proposed monument(s), showing dimensions, must be sketched here:	Proposed Inscription/additional inscription
<p>Materials proposed</p>	

(see overleaf for dimensions)

Date

Name, address and telephone number of stonemason:

.....
.....
.....
.....
.....

Email

BRAMM/NAMM registration No.....
(delete where applicable)

Name of applicant
(in block capitals)

Address
.....
.....
.....
.....

Name and signature of the owner of the above grave space consenting to the works referred to in this application.

Full name.....

Signature

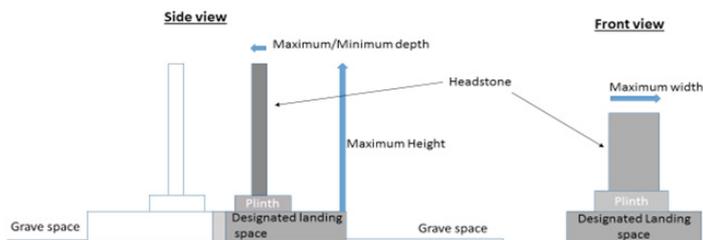


Switchboard: 01293 438000
Main fax: 01293 511803
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Town Hall
The Boulevard
Crawley
West Sussex
RH10 1UZ

Reminders

- (i) **Memorials on grave spaces.** All memorials shall be in the form of headstones mounted on the landing provided. These should be placed centrally to the back edge of the designated landing space (see diagram on right).



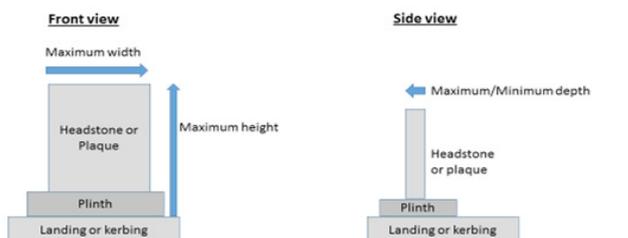
The dimensions of such memorials shall not exceed those set out below and installed only by an accredited NAMM/BRAMM stonemason.

Grave type	Maximum overall height inclusive of *plinth	Maximum width	Maximum depth	Minimum depth	Plinths
Adult standard and adult shelved	2ft 10" (863.6mm)	2ft (609.6mm)	5" (127mm)	2" (50.8mm)	Maximum length 2ft 6" (762mm) Maximum depth 1ft (304.8mm)
Childs standard and shelved	2ft 3" (685.8mm)	1ft 6" (457.2mm)	5" (127mm)	2" (50.8mm)	Maximum length 1ft 10" (558.8mm) Maximum depth 10" (254mm)

*Plinths must be of appropriate size to support the headstone as per current NAMM/BRAMM regulations.

- (i) **Memorials on cremation plots.** Memorials may only take the form of a plaque or headstone to the standard prescribed by the council, mounted on a standard pattern of kerbing or landing supplied by the council.

Maximum overall height inclusive of *plinth	Maximum width	Maximum depth	Minimum depth	Plinths
1ft 6" (457.2mm)	10" (254mm)	10" (254mm)	1" (25mm)	Maximum width and depth 10" (254mm) Maximum height 1" (25.4mm)



HEADSTONES/MEMORIALS

- All memorials must be engraved with the section and number on the back of the headstone. In lettering not less than 3/4" (20mm) high.
- Memorials may only be erected on grave spaces in which the exclusive right of burial has been purchased for fifty years.
- A permit approving the inscription and installation of the memorial will be issued
 - Please remember to book an appointment for any masonry work to be carried out
 - To make an appointment please ring 01293 438362
 - Report to the cemetery staff on site, with your permit, prior to installation
 - Completed work will be inspected by the council before the stonemason/contractor leaves the burial ground.

CHECKLIST

- 1. Has the owner of exclusive right of burial signed the application form?
- 2. Crawley Borough Council will issue an invoice for the permit fee, please ensure you have included your postal address and email on page 1 of this application.