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|  | Area office: |
| | Shay Grange Crematorium Long Lane Heaton Bradford BD9 6ST Tel: 01274 433900 or 01535 618245 |

Application for a Garden of Remembrance Kerb Plaque

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| To be completed by the Applicant | | | |
| Re: The Late | | Date of Death | |

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|--------------------|----------|--|--|--|--|--|--|
| Name of Applicant: | | | | | | | |
| Address | | | | | | | |
| | | | | | | | |
| | Postcode | | | | | | |
| Telephone | | | | | | | |
| E-mail Address | | | | | | | |

If you supply an email address, then we will send a template of the plaque for approval prior to ordering

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| Please Supply | | Memorial Plaque(s) with the inscription shown below for a period of ten years |
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Please write legibly in BLOCK CAPITALS. Please check dates etc. carefully as mistakes cannot be rectified
Please note that only one letter per space and one space between each word must be shown on the table.

| | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 1 | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | | | |
| 7 | | | | | | | | | | | | | | | | | | | |

| | | | |
|-------------------------|--|------|--|
| Signature of Applicant: | | Date | |
|-------------------------|--|------|--|

Please return completed forms to the area office shown at the top of the form

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| Please tick where you would like your Kerb Plaque to be placed. | |
| Scholemoor Garden of Remembrance | |
| Shay Grange Garden of Remembrance | |

Terms & Conditions for Granite Kerb Plaques

Please read and understand the Terms and Conditions before agreeing to them.

- Bradford Metropolitan District Council Bereavement Services take no responsibility for damage caused to items outside of our control.
- The Applicant shall receive a granite plaque with inscription for a lease period of 10 years.
- **Important please note** no items which are breakable or dangerous are allowed these include vases, statuettes, jars, bottles or other items of embellishment are not permitted to comply with safety requirements. Unapproved items will be removed without notice. Owners will be contacted, where possible to make arrangements for the collection of the item(s) any item not collected within a period of three months will be disposed of.
- When placing flowers near the plaques loose fresh flowers or artificial flowers are permitted. All wrapping should be removed and disposed of in the bins provided.
- The lease may be renewed at the end of the 10 year period for which a fee is payable.
- The Applicant for the memorial is to take sole responsibility for the renewal of the lease before the expiry period. The City of Bradford Metropolitan District Council Bereavement Services cannot accept any responsibility for any lease not renewed.
- Should the applicant not wish to renew the lease the plaque will be removed one month after the expiry date, the plaque will be held for three months at the area office, if the plaque is not collected within this time period , the plaque will be disposed of.
- Payment for the memorial plaque should be submitted with this application.
- Memorialisation applications and payments can be made at Bereavement Service office at Shay Grange Crematorium, Long Lane, Heaton, Bradford, BD9 6ST.
- Please notify us of a change of address or contact details.
- The City of Bradford Metropolitan District Council reserves the right to alter or amend the conditions of participation of any of its memorial schemes without notice.
- If you require any further advice or information, please contact us on telephone number 01274 433900 or 01535 618245.

| | |
|---|------------|
| I confirm that I have read and understand and accepted the terms and conditions of participation | |
| Print Name..... | |
| Address..... | |
| | |
| Post Code..... | |
| Telephone..... | Email..... |
| Signed | Date |

| FOR OFFICE USE ONLY | | | |
|---------------------|--|----------------------------|--|
| Fee Paid | | Date Plaque Arrived | |
| Date Fee Paid | | Date Plaque fixed in place | |
| Receipt Number | | Date Applicant Notified | |
| Order Placed | | Entered on Computer | |
| Order Number | | Lease Expiry Date | |