

SPROWSTON TOWN COUNCIL – CEMETERY
APPLICATION FOR INTERMENT IN A NEW PRIVATE GRAVE

NOTICE OF INTERMENT AT SPROWSTON CEMETERY

This form **must** be completed and received by Sprowston Town Council, Sprowston Diamond Centre, School Lane, Sprowston, Norwich, NR7 8TR, at least 2 clear working days prior to the funeral service. Please note that if this form is either not fully completely or received by the time stated, then burial may be delayed.

INTERMENT DETAILS

Date & Time of Burial at graveside	
Full Name of Deceased (Mr, Mrs, Ms, Miss, Other)	
Age of Deceased	
Last permanent address	
Name of person Officiating	
Religion of Deceased if appropriate	
Grave Number/Type Traditional/Cremated Remains/Child	
SIZE – please specify the following When stating the coffin size please give accurate coffin lid size only in order that we can make the necessary adjustment for grave size.	Coffin / Casket / Cremation Casket Outside measurement – length _____ Outside measurement – width _____ (include allowances for handles) Outside measurement – height _____
Depth of Grave required (Please note that although best endeavours will be made to ensure that the requested depth is achieved, this may not be possible due to coffin/casket sizes and/or ground conditions.	
Any special requests ?	
Funeral Director's Name Address Telephone No.	

TO BE COMPLETED BY THE APPLICANT

I hereby certify that the above details are correct and I have received a copy of the Rules & Regulations of the cemetery, and I will comply with them.

Signature of Applicant _____

Full Name of Applicant _____

Address _____

I wish to purchase the Right of Burial to the grave in which the deceased named above is to be interred and understand that my Rights will exist for the period specified on the Title Deed.

The Certificate of Exclusive Right of Burial will be sent to you or your Funeral Director with the invoice. Any further information pertaining to the grave allocated can be obtained from the Town Clerk, Sprowston Town Council.

I understand that the cemetery staff will carry out routine maintenance on all graves and that no private arrangements are to be entered in to.

I understand that funeral flowers will be removed from the grave automatically three weeks after the funeral. In the event that they fade before hand then either the family or, on their instructions, the cemetery staff will remove them. This is to ensure that the grave is left looking as presentable and a fitting tribute as possible, to the deceased. Following removal of funeral flowers I understand that planting into the grave space is not permitted.

Signed _____ dated _____

Full Name of Applicant (PLEASE PRINT)	Mr / Mrs / Ms
Full Address of Applicant (PLEASE PRINT)	
Relationship to deceased	

Consent Form

Your privacy is important to us and we would like to communicate with you regarding Sprowston Cemetery. To do so we need your consent. Please confirm your consent. You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Council Office at Sprowston Recreation Ground, Recreation Ground Road, Sprowston, Norwich, NR7 8EW (01603 408063).

Yes, please, I would like to receive communication by telephone / post / email

Signed _____ dated _____