Cheltenham Cemetery & Crematorium

Bouncers Lane, Cheltenham, Gloucestershire GL52 5JT

**Form of Application for 6” x 3” Memorial Tablet on the first row of the Teddy Bear Memorial**

Tablet Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of applicant/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Daytime Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

hereby instruct Cheltenham Borough Council to supply and erect a Memorial Tablet on the first row of the Teddy Bear Memorial as per the inscription detailed overleaf for an initial lease period of **10** years.

The Rights of Erection shall expire at the end of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from the date the tablet is fixed, unless application is made to the Crematorium Office for a renewal of the Rights granted and the appropriate fee paid on or before the expiry date. **Please note, the Council does not send reminders, however if you give us permission we can email reminders**. If the Rights of Erection are not renewed at the end of the lease period, the table will be removed and kept in store for two years.

Applicant/s signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The fee of **£200** ~ correct as of 1st April 2019🠒31st March 2020 ~ is enclosed with this application, cheques made payable to Cheltenham Borough Council. A copy of this agreement will be sent to you when the tablet is fixed into position.

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| --- |
| **For Office Use**:  Reference Number ………………………………… Updated: Garden Register…..………… Computer Register………..…… Date Erected………………………  Receipt Number………….….…………dated………..……… Order Number…………….….………dated…………..…… Received………..……… Notified & Copy sent………..……… |

**Inscription for the Teddy Bear Memorial first row 6” x 3” black tablet**

In memory of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Did you have a funeral service here\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*please note, this does not form part of the inscription but is just for our records*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| Line One |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Line Two |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Line Three |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Line Four |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Line Five |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Lettering: Gilded □ Relief □

In order to ensure that the inscription will fit onto the memorial tablet, please note the following:

* No more than one letter, number or character must be written in a box
* Do not forget to include spaces in your inscription as a space counts as a character
* The text will be centred on the tablet, so the above is only to aid your choice of inscription
* The blanked out boxes represent where the holes for the screws to fix to the tablet to the memorial are and so cannot be used
* Please write clearly and in block capitals as we are unable to accept responsibility for any incorrect inscription due to illegible or ambiguous writing, although we will supply a proof before the memorial tablet is inscribed