

ORDER/RENEWAL FORM FOR MEMORIALSCheltenham, Cemetery & Crematorium, Bouncers Lane, Cheltenham, Gloucestershire GL52 5JT
01242 244245 cemetery@cheltenham.gov.uk www.cheltenhambereavement.co.uk

Full name of the deceased		Cremation Number
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Please ensure you read the Terms & Conditions and Memorial Quality & Care information.

This information forms part of the documentation that is given to and signed by the memorial applicants, a copy of which will be given to the applicants. Signing the Order Form formally recognises the understanding of the above by the applicant.

Memorial Selection *

To commemorate one person for an initial minimum lease of 10 years *		
Bronze Plaque Kerb <input type="checkbox"/> Bench <input type="checkbox"/> Scattering	Leather Rose Panel <input type="checkbox"/> <i>memorial only; no option to disperse ashes due to the location of memorial within the Cloisters</i>	Child Memorial Teddy <input type="checkbox"/> Mother & Baby <input type="checkbox"/> Wishing Well <input type="checkbox"/> Toadstool <input type="checkbox"/>
To commemorate up to two people for an initial minimum lease of 20 years *		
Sanctum 2000 <input type="checkbox"/> <i>Above Ground Niche Placement</i>	Sanctum 2 <input type="checkbox"/> <i>Below Ground Vault Placement</i>	Vase Block <input type="checkbox"/> <i>Scattering</i>
Leaf Vault <input type="checkbox"/> <i>Scattering or Placement</i>	Leaf Block <input type="checkbox"/> <i>Scatter or Interment</i>	Teak Bench <input type="checkbox"/> <i>Includes one plaque</i>
Cornish Heart <input type="checkbox"/> <i>Interment</i>	Pond Marker <input type="checkbox"/> <i>Above Ground Niche Placement</i>	Rockery Boulder <input type="checkbox"/> <i>Tree Boulder Scatter or Interment</i>
To commemorate up to two people for an initial minimum lease of 75 years *		
Appleby Single Heart <input type="checkbox"/> <i>Interment</i>	Appleby Double Heart <input type="checkbox"/> <i>Interment</i>	

Purchased For ~ maximum one reservation per family	Location *
<input type="checkbox"/> Immediate use <input type="checkbox"/> In reservation *	<input type="checkbox"/> Cheltenham <input type="checkbox"/> Charlton Kings
Renewal ~ important information overleaf ♦ minimum years dependent on memorial	<input type="checkbox"/> _____ years ♦ see overleaf

***Not all memorial options are available at both locations or to purchase in reserve or for two people**

Memorial Number		Location
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Applicant Details

Full Name of Applicants maximum of two		
Full Postal Addresses		
Telephone Numbers		
Email Addresses		

Signature of Applicant/s and date**Fee payable £** _____ please note, additional fees may apply

Payment is made by BACS, debit or credit card and please ensure we receive your completed application before contacting us to proceed with payment.

Receipt No _____ dated _____ Updated: Cremation Register Book Plan Memorial Register

Cheltenham Borough Council



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◆RENEWALS◆

Please note, by renewing a lease does not automatically transfer ownership to you should you not be the original applicant.

If you are renewing the lease but the original applicant is still living, they have the authority to remove the memorial even if the lease is current and we are not liable for refunds.

If you do not want to renew the lease it may be possible to have the memorial but terms and conditions apply before we can release the memorial to family which safeguards the family and our staff. Details are below but you must contact the crematorium office before we can release a plaque.

- If you are the original applicant of the memorial, we check the original application form, arrange for the memorial to be brought to the office and inform you when it is ready for collection.
- If the original applicant is not the person collecting the memorial we require written permission from the applicant to give authority to collect on their behalf; the letter must include the full name and address of the person collecting the memorial.
- If the original applicant is deceased, we look at the line of descent. In the event of more than one person being eligible we require written confirmation from the remaining family giving their authority. Please note, if the funeral of the original applicant did not take place here, we will require proof of death.

Photographic id is required when collecting the memorial.