 **STOTFOLD TOWN COUNCIL**

**APPLICATION FOR THE PURCHASE, INSTALLATION AND SITING OF A SEAT IN STOTFOLD CEMETERY**

Name: …………………………………….……………………………………………….

Address: ………………………………………………………………….………….

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……………………………………………………………………….……………………

Email Address:.…………………………………………………….…………………...

Telephone Number: ..............................................................................................

Grave No and Section of deceased person(s)

……………………………………………………………………………………………..

‘Countryside’ Enviropol in Brown Seat with fixings

‘Countryside’ Enviropol in Brown Seat With fixings +

Plaque (150mm x 50mm) **Total Price on Application**

Please note Fee is subject to VAT

Wording required:

**Signature:**

**Date:**

**TERMS AND CONDITIONS OF SITING A SEAT WITHIN STOTFOLD CEMETERY.**

The Town council will purchase and install the bench, plaque and all associated requirements upon request of purchase. The Town Council will only source high quality durable benches and will endeavour to maintain and care for the bench, however it cannot guarantee their condition.

Donors should be aware that benches may be subject to vandalism and the Town Council will not be held responsible for any cost in replacing them

The Town Council is responsible for the maintenance and repair of memorial benches and can dispose of them at their discretion if they are damaged beyond repair, for the first ten years. Thereafter, it is the responsibility of the family to pay for repairs. If the bench is badly damaged or unusable after ten years the Town Council can dispose of it and the family will be given the choice of either purchasing another one, as per the Council’s memorial bench policy, or the space will be made vacant for another family’s memorial bench. If the family is not contactable, we will take appropriate action deemed necessary at the time.

The Town Council reserve the right to choose a location with agreement from the applicant, to maintain the layout of the cemetery for future burials.

Unlike the purchase of a plot the requested bench is the memorial.

Other than a memorial plaque, there should be no additional memorials including planting, vases and other objects around the bench. Stotfold Town Council will remove any such items.

These regulations will apply to benches already in place, starting from 24th September 2008, and to all future benches placed in the Cemetery.

Acceptance of these conditions:

Signature……………………………………..

Date………………………………………….