



CITY OF TRURO

### TRURO PUBLIC CEMETERY

## APPLICATION TO APPLY TO REMOVE, ADD AN ADDITIONAL INSCRIPTION AND RE-ERECT A MEMORIAL

This completed form must be submitted to Truro City Council Burial Department, Municipal Buildings, Boscawen Street, Truro TR1 2NE. Upon approval of the application notification will be sent to the applicant and to the stone mason.

**THIS NOTIFICATION MUST BE HANDED TO THE SEXTON BEFORE ANY WORK CAN COMMENCE**

An appointment with the Sexton **MUST** be made prior to any memorial being removed or erected.

Full Name of Deceased:			
Date of Death:			
Grave reference:	Section:	Row:	No:
Trade names and grave reference <b>MUST</b> be inscribed on every monument			

#### Applicant details

Name	
Address	
Telephone number	
Signature	

Are you the owner of the Exclusive Right of Burial? Yes/No (delete as appropriate) Grant number  
(No memorial may be erected or removed without permission from the ERoB grantee)

YES – proof of burial rights **\*MUST** be produced at the time of application.

NO - separate application to purchase burial rights\* **MUST** be made.

(\*please contact Truro City Council for advice & guidance 01872 245503)

I agree that my information will be retained by Truro City Council as outlined in their Information and Data Protection policy.

I agree to Truro City Council contacting regarding this and other applications relating to burials or the grave.

Please tick the box to agree

#### Indicate intended work and approximate dates

(continue on a separate sheet if necessary)

**No work may be executed in Truro Public Cemetery unless in compliance with the Cemetery Regulations, the required fees paid and authorisation given from Truro City Council.**

I (We) propose to erect/remove/add an additional inscription to a memorial in accordance with Truro City Council's Cemetery Regulations and as detailed in the above plan.

I (We) agree that, in the event of the graves immediately adjoining on either side of the grave space upon which it is proposed to erect the memorial not having been dug or used, to hold myself (ourselves) responsible for any damage accruing to the proposed memorial during the digging or occupation of such adjoining grave or graves.

All works will be inspected by the Cemetery Sexton following completion

Name and address of monumental mason

Signature

#### Fees

Permit to remove a headstone, add an additional inscription, replace the headstone  
(valid for 12 months)

£80

**For all other charges please go to - [www.truro.gov.uk/Burial\\_Charges\\_6713.aspx](http://www.truro.gov.uk/Burial_Charges_6713.aspx) or contact the burial department on 01872 245503**

Cheques should be made payable to **TRURO CITY COUNCIL**

BACS payment – HSBC Sort code: **40-44-34** Account **11120565** **\*\*please use grave reference and deceased's name when making a BACS payment**

In case of enquiry please contact Tel: 01872 245503

Email: [nikki@truro.gov.uk](mailto:nikki@truro.gov.uk)

#### For Council use only

Burial rights submitted		Notification to Sexton	
Payment received	£	Notification to Customer	
Receipt number		Notification to Stone mason	
Burial register updated		Burial records updated	