



Bereavement Services

	<p>Bereavement Services Unit 7 Mitre Court Cutler Heights Lane Bradford BD4 9JY 01274 433900</p>
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Application for a Cremated Remains Memorial Vault

Name of Applicant:										
Address										
	Postcode									
Telephone										
E-mail Address										

Please Supply	Memorial vault with the inscription Show Below for a Period of twenty five years
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**A maximum of 100 Letters included in price (additional letters above 100 are £3 per letter)
Please Include spaces on grid (no charge)**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
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The Agreement and General Terms and Conditions

- The inscription must be clearly written in block capitals. We are unable to accept responsibility for any incorrect, illegible or ambiguous writing
- Line 7 may have only 21 small letters or spaces - (fixing holes) other lines not used for names may have a maximum of 25 letters or spaces.
- Do not forget to include the spaces in your inscription.
- We will centre the text on the table; this guide box is only to aid your choice of inscription.
- A proof of the inscription will be produced which you must check carefully, sign and return to this office before the engravers commence.
- Designs and photo plaques are available contact office for details
- The plaque usually takes up to six weeks once the signed proof has been returned
- The Cremated Remains Memorial Vault is the property of Bradford Metropolitan District Council.
- The memorial will be leased for a **25 year** period after which time it can be renewed for a following 25 year period.
- All inscription work required on the tablet shall be ordered through Bradford MDC who will arrange for the work to be carried out by an approved contractor.
- Bradford Metropolitan District Council reserves the right to amend any inscription as may be necessary.
- Before the expiry of the lease period efforts will be made by the Council to contact the family to remind them that the lease period will be coming to a close. It is the family's responsibility to ensure that the Council is kept apprised of the relevant contact details. Bradford Metropolitan District Council's Bereavement Services cannot be held responsible for tracing relatives at the expiry of the lease.
- If the lease period is not renewed then the cremated remains will either be reclaimed by the family, or after a period of three months from the lease expiry date, Bradford Metropolitan District Council's Bereavement Services will remove them and either strew them or inter them within the Cemetery / Crematorium grounds
- The inscribed tablet can be taken away by the family, however, if this is not done within three months of the date of expiry of the lease then the Council reserves the right to dispose of the tablet in any way it deems appropriate.
- Flowers can be placed in the vase at the front of the Cremated Remains Memorial Vault. The only proviso is that the Council reserves the right to take dead flowers out and dispose of them on your behalf so that the displays are always fresh and beautiful. **Other types of floral containers, potted plants etc, are NOT permitted.**

I, the undersigned have read and understood and agree to the conditions as above.

Signature of Applicant:		Date	
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Please return completed forms to the address over leaf

I enclose the sum of	£	This includes first interment and first inscription of up to 100 letters. Cheques should be made payable to City of Bradford MDC
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FOR OFFICE USE ONLY			
Fee Paid		Date Plaque Arrived	
Date Fee Paid		Date Plaque fixed in place	
Receipt Number		Date Applicant Notified	
Order Placed		Entered on Computer	
Order Number		Lease Expiry Date	