



## Bereavement Services

	Area office for: Scholemoor crematorium Nab wood & Oakworth Crematoria Bereavement Services Bereavement Services Unit 7 Mitre Court The Library Annexe Cutler Heights Lane Spencer Street Bradford Keighley BD4 9JY BD21 2BN Tel: 01274 433900 Tel: 01535 618245
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### Application for a Garden of Remembrance Kerb Plaque

Scholemoor Crematorium Garden of Remembrance Kerb Plaque

To be completed by the Applicant			
Re: The Late		Date of Death	

Name of Applicant:								
Address								
		Postcode						
Telephone								
E-mail Address								

N.B – If you supply an email address then we can send a template of the plaque for approval prior to ordering

Please Supply		Memorial Plaque(s) with the inscription Show Below <b>for a Period of TEN years</b>
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I enclose the sum of	£	Cheques should be made payable to City of Bradford MDC
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**Please write legibly in BLOCK CAPITALS. Please check dates etc. carefully as mistakes cannot be rectified**  
**Please note that only one letter per space and one space between each word must be shown on the table.**

1																			
2																			
3																			
4																			
5																			
6																			
7																			

Signature of Applicant:		Date	
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Please return completed forms to: Bereavement Services, Mitre Court, Cutler Heights Lane, Bradford, BD4 9JY



## Terms & Conditions for Granite Plaques

**Please read and understand the Terms and Conditions before agreeing to them.**

- Bradford Metropolitan District Council Bereavement Services take no responsibility for damage caused to items outside of our control
- The Applicant shall receive a granite plaque with inscription for a lease period of 10 years.
- **Important please note** no items which are breakable or dangerous are allowed these include vases, statuettes, jars, bottles or other items of embellishment are not permitted to comply with safety requirements. Unapproved items will be removed without notice. Owners will be contacted, where possible to make arrangements for the collection of the item(s) any item not collected within a period of three months will be disposed of
- When placing flowers near the plaques loose fresh flowers or artificial flowers are permitted. All wrapping should be removed and disposed of in the bins provided.
- The lease may be renewed at the end of the 10 year period for which a fee is payable.
- The Applicant for the memorial is to take sole responsibility for the renewal of the lease before the expiry period. The City of Bradford Metropolitan District Council Bereavement Services cannot accept any responsibility for any lease not renewed.
- Should the applicant not wish to renew the lease the plaque will be removed one month after the expiry date, the plaque will be held for three months at the area office, if the plaque is not collected within this time period , the plaque will be disposed of.
- Payment for the memorial plaque should be submitted with this application
- Memorialisation applications and payments can be made at Bereavement Service offices at Bradford and Keighley. (address's shown overleaf)
- Please notify us of a change of address or contact details
- The City of Bradford Metropolitan District Council reserves the right to alter or amend the conditions of participation of any of its memorial schemes without notice.
- If you require any further advice or information, please contact us on telephone number 01274 433900

<b>I confirm that I have read and understand and accepted the terms and conditions of participation</b>	
Print Name.....	
Address.....	
.....	
Post Code.....	
Telephone.....	Email.....
.....	
Signed .....	Date .....

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	