



CHRIST'S CHURCH WELCOMES WITH LOVE THOSE WHO HAVE BEEN BEREAVED. IT SEEKS TO ENSURE THAT ITS CHURCHYARDS WILL BE FITTING RESTING PLACES FOR THE MORTAL REMAINS OF THEIR DEPARTED LOVED ONES BOTH NOW AND IN THE FUTURE.

DECISIONS ABOUT WHAT MAY BE PLACED IN A CHURCHYARD CANNOT BE A MATTER OF PRIVATE CHOICE. WRITTEN PERMISSION FROM THE PARISH PRIEST OR THE DIOCESAN CHANCELLOR IS NEEDED BEFORE ANY MEMORIAL CAN BE PLACED IN A CHURCHYARD.

THE CHANCELLOR'S CHURCHYARD REGULATIONS EXPLAIN WHAT CAN AND WHAT CANNOT BE AUTHORISED BY A PARISH PRIEST.

YOU ARE STRONGLY ADVISED TO SEEK ADVICE FROM THE PARISH PRIEST OF THE CHURCH WHERE YOU WISH TO ERECT A MEMORIAL AT AN EARLY STAGE AND BEFORE MAKING ARRANGEMENTS WITH A MEMORIAL MASON.

**Before completing this application form you are strongly recommended to read "Guidance to the Bereaved: Burials & Memorials in Churchyards" and the "Chancellor's Churchyard Regulations" (available from the parish priest or the Lichfield diocesan website <http://www.lichfield.anglican.org>)**

NAME OF APPLICANT .....

ADDRESS .....

.....POST CODE .....

TELEPHONE.....

RELATIONSHIP TO THE DECEASED.....

NAME OF DECEASED .....

DATE OF BURIAL ..... GRAVE NUMBER/REF.....

*Note: To allow proper time for reflection no application for permission to erect a memorial can be made within six months of the date of burial.*

*I/WE APPLY FOR CONSENT TO INTRODUCE THE MEMORIAL DESCRIBED IN THIS APPLICATION INTO THE CHURCHYARD AND DECLARE THAT:*

- *ALL THE STATEMENTS TO BE INSCRIBED ON THE MEMORIAL ARE ACCURATE*
- *IF CONSENT IS GIVEN THE DESIGN OF THE MEMORIAL WILL NOT BE ALTERED BEFORE IT IS ERECTED*
- *I/WE ACKNOWLEDGE THAT I/WE WILL BE RESPONSIBLE FOR THE UPKEEP OF THE MEMORIAL*

APPLICANT'S SIGNATURE .....DATE .....

**APPLICATION IN DUPLICATE**



## DIOCESE OF LICHFIELD – MEMORIAL DETAILS

HEADSTONE       ADDED INSCRIPTION       VASE       PLAQUE

REPAIR       CLEAN/RENOVATE

### FULL DESCRIPTION OF MEMORIAL

MATERIAL ..... COLOUR .....

*NORMALLY PERMITTED STONES ARE: LIMESTONE, SANDSTONE, SLATE, NABRESINA, SERENA, GRANITES (BUT NOT BLACK OR DARK GREY GRANITES)*

SURFACE TYPE .....

HEIGHT..... WIDTH .....THICKNESS.....

LETTERING Sans  New Times Roman  Arial  Old English  Script

other

LETTERING COLOUR ..... NONE  INCISED  RELIEF

CARVING .....

*MONO IN COLOUR TO MATCH LETTERING – SYMBOL OF PERSON’S LIFE, CROSS (NOT EXCEEDING 152MM [6”] IN HEIGHT), SINGLE FLOWER (NOT EXCEEDING 20% OF THE WIDTH OF THE HEADSTONE OR FULL LENGTH OF ONE SIDE).*

DRAWING OF SHAPE OF STONE

DRAWING OF CARVING



## DIOCESE OF LICHFIELD – INSCRIPTION DETAILS

Inscriptions should be simple, reverent, and appropriate to a churchyard. They should commemorate accurately the life of the person who has died. They must also be consistent with orthodox Christian belief and should not be confined solely to expressions of personal loss or sorrow. Inscriptions need not be confined to the name and the dates of the person who has died. Inscriptions reflecting the particular character of the person being commemorated are encouraged.

### PROPOSED INSCRIPTION

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### *ANY RELEVANT INFORMATION EXPLAINING THE REASON FOR THE PROPOSED WORDING:*

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## DIOCESE OF LICHFIELD – MASON DETAILS

NAME OF MEMORIAL MASON .....

ADDRESS.....

..... POST CODE.....

TELEPHONE.....

I/WE CONFIRM THAT I/WE HAVE READ THE CHANCELLOR'S CHURCHYARD REGULATIONS 2013 AND BELIEVE THAT THE PROPOSED MEMORIAL COMPLIES WITH THOSE REGULATIONS.

I/WE ARE REGISTERED/ACCREDITED WITH THE FOLLOWING REGISTRATION/ACCREDITATION SCHEME;  
SCHEME..... REGISTRATION/ACCREDITATION NUMBER.....

I/WE CONFIRM THAT THE MEMORIAL WILL NOT BE ERECTED UNTIL WRITTEN PERMISSION HAS BEEN OBTAINED FROM THE INCUMBENT OR THE DIOCESAN CHANCELLOR.

I/WE CONFIRM THAT IF APPROVAL IS GIVEN THE DESIGN OF THE MEMORIAL WILL NOT BE ALTERED BEFORE IT IS ERECTED.

I/WE CONFIRM THAT WE WILL ENSURE THAT THE GRAVE AND ITS IMMEDIATE SURROUNDINGS ARE LEFT NEAT AND TIDY AND LEVEL FOLLOWING THE COMPLETION OF THE WORK.

THE PROPOSED METHOD OF FIXING OF THE MEMORIAL IS SET OUT IN THE DOCUMENT ATTACHED HERETO.

I/WE CONFIRM THAT DUE ACCOUNT HAS BEEN TAKEN OF THE NATURE OF THE GROUND AND ANY POTENTIAL SETTLEMENT PROBLEMS AND THAT THE PROPOSED METHOD OF FIXING ACCORDS WITH BS8415.

I/WE ACKNOWLEDGE THAT IF THE MEMORIAL IS FOUND TO HAVE BEEN INADEQUATELY FIXED WE WILL BE LIABLE AT THE DIRECTION OF THE CHANCELLOR TO MEET THE COST OF ITS REMOVAL AND/OR REFIXING.

MEMORIAL MASON'S SIGNATURE .....DATE .....

PRINT NAME & STATUS .....



## DIOCESE OF LICHFIELD – INCUMBENT’S COMMENTS

NAME.....

POSITION.....

(Delete as applicable)

I believe that the memorial described in this application complies with the Chancellor’s Churchyard Regulations and grant permission for its erection.

I do not believe that the memorial described in this application complies with the Chancellor’s Churchyard Regulations and for that reason refuse permission for its erection.

For the following reason I am not prepared to grant permission for the erection of this memorial.

(Reason):

Fee paid: £

SIGNED:

DATED: