

DIOCESE OF COVENTRY

CHURCHYARD REGULATIONS

Application to introduce a memorial into a Churchyard

NAME OF CHURCHYARD:.....

PLOT/GRAVE NUMBER:.....

The Chancellor of the Diocese, under his Churchyard Regulations, has delegated to Incumbents authority to permit, in writing but without a faculty, the introduction of memorials into churchyards provided they comply with certain specifications in the Churchyard Regulations, which have been circulated to Incumbents and Memorial Masons. **Applications for memorials not complying with these specifications must be made on a faculty application form obtainable from the Diocesan Registrar.**

APPLICANT (a member of the family)

Name:			
Address			
Telephone number:		Email Address	

THE DECEASED:

Full Name(s)	
Date of Death	
Relationship to the Applicant	

MEMORIAL MASON / FUNERAL DIRECTOR

Name:			
Address			
Telephone number:		Order Number:	

NEW MEMORIAL OR ADDITIONAL INSCRIPTION * (* delete as appropriate)

MEMORIAL:

Material		Size	
Colour		Surface finish	
Details of carving and/or decoration			
Details of vase			
Other information:			
Proposed wording:			
Style of lettering:			
Colour of lettering:			

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DRAWING OF PROPOSED MEMORIAL:

1. I apply to the incumbent for permission to introduce, the memorial described above, and I undertake that, if permission is granted by the incumbent, the memorial will be erected in exact conformity with that description.
2. I further undertake to indemnify the Incumbent against all costs and expenses to which he may be put in respect of any deviation from this undertaking
3. I do not object to the memorial mason's name being incised upon the memorial (provided such an incision meets the requirements of the Churchyard Regulations as set out in the leaflet)

Date _____ Signed _____
Dated and signed by the applicant

We undertake to abide by the above

Date _____ Signed _____
Dated and signed by the memorial mason

TO BE COMPLETED BY THE INCUMBENT

The incumbent authorises the introduction into the churchyard of the memorial described above.

Date _____ Signed _____
Dated and signed by the Incumbent

One copy to be sent to the applicant/mason. A second copy to be retained for PCC records.