 **NOTICE OF INTERMENT (full burial and ashes interment)**

1. Particulars of Person to be Buried:-

Full Name.........................................................................................................................

Address.................................................................................................................................

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Occupation........................................................................................ Age............................

Date of Death.....................................Place of death………………………………………………………..

Coffin/Casket material ……………………………………………………………………………………………………

**Please note coffin/casket should be made from biodegradable materials only – plastic bags should be removed from ashes caskets.**

2. Date of Burial and Hour...........................................................................................................

3. Number of Grave Space.....................................................Depth of Grave.....................................

4. If Exclusive Right of Burial is to be purchased, state name and address of person to whom the Grant is to be made

Name....................................................................................................................................................

Address.................................................................................................................................................

5. Date of giving notice........................................................................................................................

6. Name and Address of person giving this notice – please PRINT

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I consent to the foregoing application and that I am carrying out the wishes of the deceased

Signature...............................................................Email address………………………………………………………………………

7. Present Owner of Exclusive Right – Name and Address – please PRINT

Name.....................................................................................................................................................

Address..................................................................................................................................................

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9. Name and Address of Funeral Director

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The fee of £ is enclosed herewith. Cheques to be made payable to **Fleet Town Council**

 BACS payment made………………………………………………(date)

 HSBC Bank, Account name Fleet Town Council, sort code 40-21-27, account number 61539272

 Please put your name or plot number if known as reference **Please turn over**

**Please note the funeral directors are responsible for ensuring that the grave is dug and that grave diggers work in a responsible and safe manner and observe all Health & Safety legislation and codes of practice during the excavations. All excavations left unattended for any period of time must be boarded and appropriately guarded.**

**Funeral directors are also responsible for ensuring coffins and caskets are made from biodegradable materials as per our policy dated September 2021 and updated February 2024. There will be no exceptions to this, and it applies to any interment 1st, 2nd or subsequent, at the time of the burial irrespective of what may have been previously agreed or pre-purchased.**

**It should be noted that Fleet Town Council do not inform any minister.**

When a grave is “purchased” this refers to the purchasing of the **exclusive right of burial** in a grave space and **not** the purchase of the land itself.   A Grant of Exclusive Right of Burial (grave deed) is issued to the owner, or owners of the exclusive right of burial.  Grave rights can legally be sold to one person, or multiple persons. The Grant should be kept in a safe place, it will be required should there be a further burial in the grave at some point in the future.

It is illegal to permit a burial in a grave subject to an existing exclusive right of burial without first obtaining permission from the owner of the right. All owners must sign to give permission for a burial to take place. The only exception to this is where the owner of the right is being buried, then permission can be obtained from anyone.   An owner is entitled to be buried in the grave without permission from the other owners.

The Local Authorities Cemeteries Order 1977 states, “10(6) No body shall be buried, or cremated human remains interred or scattered, in or over any grave or vault in which an exclusive right of burial for the time being subsists except by, or with the consent in writing of, the owner of the right.”

This means if the owner is already deceased when an application is received, a transfer must take place and permission be received from the new owner prior to the burial in that grave.

When the owner dies, the Exclusive Right of Burial forms is not automatically transferred to the next of kin. A legal transfer process is required, please contact the cemetery clerk for details

**It is important that that the owner of the exclusive rights keeps Fleet Town Council updated of any changes of address.**