



**SKEGNESS TOWN COUNCIL**

**Cemetery Services**

**Application for Interment**

DATE RECEIVED BY STC (OFFICIAL USE ONLY)

To be completed by the Funeral Director

This application confirms details that have already been agreed verbally with the Town Council and must be delivered to the Town Clerk, Skegness Town Council, North Parade, Skegness, PE25 1DA, Tel. 01754 766113, (email [townclerk@skegness.gov.uk](mailto:townclerk@skegness.gov.uk)) **no later than two full clear working days before the burial.**

**Shaded boxes must be completed or the application will be delayed/refused.**

Cemetery	<b>Skegness – St Marys, Winthorpe</b>
Funeral director	
Day, date and time of burial as agreed verbally with the Town Council.	
Full name of deceased	

Maiden name			
Address of Deceased:			
Postcode			
Place where death occurred		Occupation	
Date of death	Age		
Dimension of coffin or casket (in inches) <u>Length</u>	Include fittings & handles <u>Width</u>	<u>Depth</u>	
Coffin type			
Religion	Officiating Official/Minister		
Service location or straight to grave?	Number of grave if grant of exclusive right is held		

To be completed by the owner of the exclusive rights of burial or organiser, please tick one box and fill in the relevant section. Continued over page.

### New Grave

- I confirm that the rules of the cemetery and all various terms and conditions have been explained to me (they are available on the Town Council website [www.skegness.gov.uk](http://www.skegness.gov.uk) and follow the link to cemetery service information or they can be obtained by contacting Skegness Town Council.
- I confirm that I understand that St Mary's Cemetery is a Lawn Cemetery. This means that there are strict rules about memorials (they must be fitted by a qualified and registered memorial mason, you must apply for a permit to fit one and the size, shape and inscription must be approved first) and what is placed in front of the memorial is also controlled. This means after 28 days floral tributes will be removed, after this time you may place tributes in the area at the head of the grave where there is no memorial or on the memorial where this exists. These tributes should not include glass (or any breakable objects) thin plastic, plastic flowers or supporting wire, stones of any kind, glass beads, any kind of fencing or kerbs and no plants should be planted in the ground. Please see our cemetery handbook for a full list.
- I understand that the grave will be grassed over and needs to be kept clear to enable the ground staff to maintain the area.

Signed ..... Date.....

Full Name ..... Title.....

Address .....

.....

..... Postcode .....

Email ..... Phone Number .....

Relationship to Deceased .....

I consent to my personal information being shared with third parties, when appropriate, in relation to the grave. (For example Funeral Director Memorial Mason). Please see privacy notice. For a paper copy please contact Skegness Town Council office.

## Previously purchased grave to be opened



- I confirm that I am the registered owner of the exclusive rights of burial in grave number ..... and I give permission for the deceased to be interred in accordance with the details given.
- I confirm that the rules of the cemetery and all various terms and conditions have been explained to me (they are available on the Town Council website [www.skegness.gov.uk](http://www.skegness.gov.uk) and follow the link to cemetery service information or they can be obtained by contacting Skegness Town Council.
- I confirm that I understand that St Mary's Cemetery is a Lawn Cemetery. This means that there are strict rules about memorials (they must be fitted by a qualified and registered memorial mason, you must apply for a permit to fit one and the size, shape and inscription must be approved first) and what is placed in front of the memorial is also controlled. This means after 28 days floral tributes will be removed, after this time you may place tributes in the area at the head of the grave where there is no memorial or on the where this exists. These tributes should not include glass (or any breakable objects) thin plastic, plastic flowers or supporting wire, stones of any kind, glass beads, any kind of fencing or kerbs and no plants should be planted in the ground. Please see our cemetery handbook for a full list.
- I understand that the grave will be grassed over and needs to be kept clear to enable the ground staff to maintain the area.

Signed ..... Date.....

Full Name ..... Title.....

Address .....

.....

..... Postcode .....

Email ..... Phone Number .....

Relationship to Deceased .....

I consent to my personal information being shared with third parties, when appropriate, in relation to the grave. (For example Funeral Director, Memorial Mason). Please see Privacy Notice on the website. For a paper copy please contact Skegness Town Council Office.

**Note to Funeral Directors**

All fees must be paid within 21 days of the Interment. Late payment may result in additional costs being incurred.

All applications for new graves must be signed by the person who will become the grave owner.

If additional graves are required for family members these must be reserved at the same time to guarantee availability of consecutive graves. Applications for each grave must be completed and signed by the person it is intended for. Full Names and Addresses must be provided.

If the application is in relation to someone under the age of 18, the parent or guardian must sign. Please be aware grave reservations are only valid for a period of 40 years. Also if someone subsequently moves from Skegness, significant additional costs may be incurred when the grave is put into use.