Application for approval of monumental work

Cemetery (please tick one)

- Putney Vale
- Wandsworth

Grave number: ________________  Block: ________  Surname of deceased: ______________________

Mason/Company name: __________________________

This form must be completed **IN FULL** by the monumental mason and signed by **ALL** grave owners before the works are considered. Any incomplete forms will be returned without notice. Please read the notes overleaf before submitting. Please send the completed form to the address below. Cheques for fees payable to Enable Leisure & Culture.

**Details of works** (attachments are not accepted)

<table>
<thead>
<tr>
<th>Sketch the design of the memorial here</th>
<th>Write the full description here indicating where on the memorial the inscription will be included</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Material to be used: __________________________

The grave number and block must be clearly inscribed on all memorials

**Dimensions (full memorial)**

<table>
<thead>
<tr>
<th>L: ________</th>
<th>W: ________</th>
<th>H: ________</th>
<th>T1: ________</th>
<th>T2: ________</th>
</tr>
</thead>
</table>

**Dimensions (headstone only)**

<table>
<thead>
<tr>
<th>L: ________</th>
<th>W: ________</th>
<th>H: ________</th>
<th>T1: ________</th>
<th>T2: ________</th>
</tr>
</thead>
</table>

**Fixing details**

Type of dowel: stainless steel, grade 304  (tick to confirm)

Type of adhesive: __________________________

Length of dowel: __________________________ mm

Thickness of dowel: ________________________ mm

**Registration**

BRAMM number: __________________________ or  Registered with Putney office:  Yes*

* Valid until 31 December 2017 when all masons will be required to be BRAMM registered

**Correspondence**

Correspondence should be directed to

Putney Vale Cemetery and Crematorium, Stag Lane, Putney, London SW15 3DZ

Tel: 020 3959 0090   Email: bereavement@enablelc.org

continued overleaf
Important information
The following is deemed as useful information. Stone masons must check and adhere to the regulations regarding memorials and their fixing in the current revision of the cemetery regulations found at www.enablelc.org. A copy is available from the cemetery office on request.

1. Grave ownership. If this application is for a new memorial (including kerbs and landings where applicable), works to alter/add to an existing stone or the addition of a name and/or inscription for a non-owner then all living owners must sign this form in ink. Where an additional inscription of an owner of the grave is required any living owners must sign the form. Where the owner’s inscription is required and there are no living owners (full name and dates of birth and death only) the applicant for the burial must sign. Should any other work be required where there is no living grave owner the ownership of the grave will need to be legally transferred. Please ask the client to contact the office. The form may not be signed or submitted until the transfer has been completed.

2. Insurance. Memorials placed in the cemetery are done so at the risk of the grave owner/s. Memorials do not become the responsibility of the council or its contractor/s and it is strongly advisable to insure memorials against damage and vandalism etc.

3. No memorial is to be erected on a grave in the traditional areas of the cemetery until at least 12 months have past since the last burial (excludes the burial of cremated remains)

4. The grave number and block must be clearly inscribed on all memorials

Details of stone mason

Company name: ____________________________  
Contact name: ____________________________  
Address: ____________________________  Postcode: ____________________________  
Telephone: ____________________________  
Email: ____________________________

Declaration. I have read and understood the current regulations regarding memorials and their fixing. I will not fix the memorial until I have received permission in the form of a memorial permit from the office and will adhere to its terms and conditions. I understand that the memorial will be checked after fixing and I am liable for any further works that may be required by the cemetery manager or his/her nominated colleague in respect of adjustment to its position, removal of inscribed lettering not included in this application or the addition of the grave number if omitted. I confirm that the memorial will be made, assembled and fixed in accordance to BS8415.

Signed: ____________________________  Date: ____________________________

Grave owner/s (all grave owners must sign this section)

Declaration. I/we have checked the details on the reverse of this form and grant permission for the memorial to be erected on the grave (indicated on page 1). Where there is no living owner (see 1 above) I confirm that I have consulted with all family members and there is no objection to the proposed works – including the removal of the stone from the cemetery to complete said works.

Owner 1/Applicant (see 1 above)
Name: ____________________________  
Address: ____________________________  
__________________________  
Postcode: ____________________________  
Telephone: ____________________________  
Signed: ____________________________  
Date: ____________________________

Owner 2
Name: ____________________________  
Address: ____________________________  
__________________________  
Postcode: ____________________________  
Telephone: ____________________________  
Signed: ____________________________  
Date: ____________________________

Owner 3
Name: ____________________________  
Address: ____________________________  
__________________________  
Postcode: ____________________________  
Telephone: ____________________________  
Signed: ____________________________  
Date: ____________________________