

Fenland District Council

Please complete this form using **BLOCK CAPITALS** and place a tick in the appropriate box.

To arrange a suitable date and time please telephone the My Fenland Team on 01354 602138.

We will need some basic information (as set out in Section 1 below) to make a provisional diary booking for you. Please have this available at the time of your call.

Section 1 - Initial Booking Details

Cemetery:	Chatteris - New Road	<input type="checkbox"/>	March - Eastwood	<input type="checkbox"/>
	Whittlesey	<input type="checkbox"/>	Wisbech - Mount Pleasant	<input type="checkbox"/>
	Wisbech - Walsoken	<input type="checkbox"/>	Wisbech St Mary	<input type="checkbox"/>
Details of Interment:	Date: _____			
	Start time: _____		AM <input type="checkbox"/>	PM <input type="checkbox"/>
	Ashes <input type="checkbox"/>	Burial <input type="checkbox"/>		
Surname of Deceased: _____				
Undertaker: _____				
Applicant				
Title: _____				
Full Name: _____				
Address: _____ _____				
Town & Post Code: _____				
Email: _____				
Telephone number: _____				
Relationship to Deceased: _____				

The above details are mandatory in securing a diary slot for an interment booking. The remainder of this form must be completed and returned to Fenland District Council to secure this booking.

Completed forms can be returned to us via email bereavement@fenland.gov.uk

Please ensure that this form reaches Fenland District Council no later than 7 days prior to the interment date.

Interment - Confirmation of Details

Section 2 - Details of Deceased

Surname:	_____	Title:	_____
Forename(s):	_____		
Address at Time of Death:	_____		
Post Code:	_____		
Place of Death:	_____		
Date of Death:	_____		
Date of Birth:	_____	Age at Time of Death:	_____
Marital Status:	_____	Gender:	_____
Was the Deceased a still-born child?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Denomination:	_____		

Section 3 - FDC - Cemetery Fees & Charges

For the purpose of the Cemetery Fees, a 'Resident' is defined as a person who at the time of death was a resident of the Fenland District OR a former resident who left the Fenland District within two years prior to the date of death to live in a residential nursing or care home.

The fee for the interment and purchase of the Exclusive Right of Burial will at all times be based upon the residency of the deceased.

Does this apply to this interment? Yes No

Section 4 - Service Details

Church/Chapel:	_____		
Service Date:	Date:	_____	
	Time:	_____ AM <input type="checkbox"/>	PM <input type="checkbox"/>
Minister:	_____		

Section 5 - Details and Position of Burial Vessel

Type of Vessel:	Coffin <input type="checkbox"/>	Casket <input type="checkbox"/>	Urn <input type="checkbox"/>	Other <input type="checkbox"/>
	If other, please specify: _____			
Size of Vessel:	Width: _____	Feet _____	Inches _____	
	Length: _____	Feet _____	Inches _____	
Position of Vessel:	The direction of the vessel within the grave space is to be determined between the client and the undertaker. Please note that Fenland District Council has no responsibility for the placement of the vessel and will not record this within the cemetery registers.			
Depth of Interment:	Double depth <input type="checkbox"/>	Single depth <input type="checkbox"/>		
	Child's plot <input type="checkbox"/>			
<p>Our policy in our other cemeteries is to excavate graves to the minimum depth available (6ft). The council cannot be held responsible and does not guarantee it, due to factors outside our control if the grave cannot reach this depth.</p> <p>(Burial plot only)</p> <p>Note: Whittlesey Cemetery - only single depth burial plots are available.</p>				
Position of Interment: (Cremated remains plot only)	Left hand side (as you look at plot) <input type="checkbox"/>	Right hand side (as you look at plot) <input type="checkbox"/>		
	Centre of plot <input type="checkbox"/>			
Note: If cremated remains are to be interred in a burial plot, please contact Fenland District Council.				

Please complete either Section 6A or 6B overleaf

Section 6A - Grave Details, Purchase of Exclusive Right of Burial

Do you wish to purchase the
Exclusive Right of Burial to a new plot / plots?

Yes No

If yes, how many? _____

Designation of Areas - "Lawn" and "Traditional"

Plots are designated either "Lawn" or "Traditional". Lawn areas only permit a headstone or vase at the head of the grave space. Traditional areas allow the kerb style type of memorial.

Unless otherwise requested "Lawn" type grave spaces will be allocated.

I confirm I am aware and in agreement

Chatteris only - New Western Lawn (NWL)

Plots are in a plinth area designed to contain 'back to back' memorials. Memorials within this area will either face West or East depending on location.

This section of the cemetery is designated a 'Lawn' area and no memorial, vase, flowers or any such adornment are permitted on the grass area between the concrete memorial plinths.

'Traditional' areas are available upon request.

I confirm I am aware and in agreement

Purchaser's Details

Surname: _____ Title: _____

Forename(s): _____

Address: _____

Postcode: _____

Telephone No: _____

I / We, the future owner(s) of the Exclusive Right of Burial to a plot within a Fenland District Council cemetery agree to abide by the conditions outlined in the current Cemetery Regulations as provided to me by the undertaker and as shown on the Council's website at: **fenland.gov.uk/bereavement**

Purchaser's Signature: _____

Date: _____

Section 6B - Grave Details, Current Owner, Opening of Grave

Plot Details:

Cemetery: _____

Section: _____

Row: _____

Plot No: _____

Owner's Consent:

(where purchaser is not the deceased named overleaf)

Consent must be obtained from all owners of the purchased grave. No interments will be allowed to proceed without the consent of all parties. Please attach additional letters of consent and submit with this form.

I / We, the owner(s) of the Exclusive Right of Burial, give my / our consent to the interment of the deceased (named in section 2) in the above plot.

Owner's Signature: _____

Print Name: _____

Date: _____

Deed No: _____

Is this a re-open (i.e. not the first interment in this grave)? Yes No

Date of last interment? _____

Name of person last interred: _____

Is a transfer of ownership of the Exclusive Right of Burial required**? Yes No

** If the owner is the deceased no future interments / memorials will be permitted without transferring the grave ownership to a living person. Transfer of ownership fees will be charged as per the Council's current fees and charges.

These are available to view at: fenland.gov.uk/bereavement

Section 7 - Additional Information/Special Requirements

Any other information: (e.g. Extra webbing required, Horse drawn carriage etc.)

Please clearly request here if a Traditional area plot is required.

Section 8 - Confirmation of Details

I, the named Undertaker, confirm that the details supplied above are correct and I attach a copy of the Certificate of Burial / Cremation relating to this interment.

Undertaker's Signature: _____

Print Name: _____

Date: _____

Completed forms can be returned to us via email: bereavement@fenland.gov.uk

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Fenland District Council

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