

Mynwent Cyhoeddus Trefriw â Llanrhychwyn Trefriw and Llanrhychwyn Public Cemetery

PERMISSION TO RENOVATE OR ADD AN INSCRIPTION TO A MEMORIAL IN THE CEMETERY

This form should be submitted at least 7 days before you intend to work in the cemetery and must include the signature of the registered Grave owner.

Cheques should be made payable to: Trefriw Community Council

Grave No..... Section.....

Certificate of Exclusive Rights Number:Approximate purchase date if not known:.....

1. TO BE COMPLETED BY THE GRAVE OWNER.

Name of Registered Grave owner.....

Address.....Postcode.....

Telephone.....Mobile.....

Signature.....

IF THE REGISTERED GRAVE OWNER IS UNABLE TO SIGN

Please note that in law we are only permitted to allow changes to a grave including erecting headstones and adding inscriptions with the written permission of the Registered Grave Owner. The Clerk/Cemetery Registrar will be able to tell you who is the Registered Grave Owner. If the Registered Grave Owner is deceased or unable to sign then a transfer of ownership **must** be completed before this application can be approved.

TRANSFER OF OWNERSHIP

A transfer of ownership can be complicated and each case needs to be looked at individually by a recognised and competent authority suitably qualified to advise you in law.

A Change of Ownership Form is available from the Clerk. This must be witnessed and signed by a Solicitor or Commissioner for Oaths prior to any changes to the grave taking place. Solicitors may charge a fee for this service.

Please note that an administrative fee of £12 is payable to Trefriw Community Council to cover the cost of amending the Cemetery Registers.

2. TO BE COMPLETED BY THE MONUMENTAL MASON

I (We) agree to be responsible for the work on the headstone or monument and to ensure that the said headstone or monument shall at the very least accord with the National Association of Memorial Masons guidelines for headstones and monument erection. I (We) further agree to pay for any damage which may be occasioned to the property of the Authority or to any adjacent vault, grave, tomb, monument or memorial stone by reason of any negligence on the part of my (our) workmen or the workmen of any sub-contractor employed by me (us) in connection to the work referred to in this application.

Signed.....Company Name.....

Address.....

Postcode.....Telephone.....

Email address.....BRAMM registration number.....

Date of Application.....

Please return to: The Clerk, Trefriw Community Council,
Pen y Bryn, Trefriw, North Wales, LL27 0JU.
Telephone (01492) 640245 –
Email: v.hannah@tiscali.co.uk.

DATE WHEN WORK IS PROPOSED TO BE DONE **TIME**.....

DESCRIPTION OF WORK TO BE DONE

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Details of person giving instructions for the work

Title.....

First Name.....

Last Name.....

Preferred method of contact.....

Address

Postcode..... Main Tel. Number.....

Alternative Tel. No..... Email address.....

All memorials installed within the Cemetery **must have the grave and section numbers clearly inscribed** upon them before installation. The name of the Stonemason may be discreetly inscribed in an appropriate place on the memorial. The address and/or contact details for the stonemason **are not permitted**.

Date approved:

Signed:**Clerk**