

**5ft TEAK SEAT BRONZE PLAQUE APPLICATION**

PLEASE COMPLETE THE DETAILS BELOW AND COMPLETE THE GRID OVERLEAF

Name of Deceased: \_\_\_\_\_

Name of applicant: \_\_\_\_\_

Full Address \_\_\_\_\_

Postcode. \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_ (inc. area code)

Email address \_\_\_\_\_

I understand that I am liable for all maintenance and repair costs for the memorial and that seats which deteriorate or are damaged in a manner that makes them unsafe will be removed from the cemetery/crematorium and held for 28 days, following written notification and pending collection by me, prior to disposal by the Council. I am aware that I may give written instructions for such a seat to be collected by me for repair or retention. I understand that all removed seats are subject to re-inspection if they are returned to the cemetery/crematorium for subsequent re-siting. To help us keep the gardens safe and maintained to a high standard, plants, ornaments, artificial flowers, bulbs, wind-chimes, windmills or other non-approved items will be removed and stored for collection. Any flowers or other items left at a memorial is at the owners' risk.

I agree to the above conditions and require the inscription detailed above for the Bronze Seat Plaque.

Signature of applicant: \_\_\_\_\_ Date of application \_\_\_\_\_

Payment can be made by cheque  
(payable to Peterborough City Council),  
Cash or Debit/Credit Card.



The personal information that you provide on this form will be handled by Peterborough City Council in accordance with the Data Protection Act 1998. We do not pass on your details to any third party without your knowledge unless the Council is legally obliged to do so.

c/no \_\_\_\_\_

**9" x 2.5" (5ft Teak Seat) - Bronze Plaque**


Name of Deceased: \_\_\_\_\_

Please see overleaf.

FOR OFFICE USE ONLY

Dear Supplier

Please can I order

1 x BRONZE SEAT PLAQUE

SIZE: 9" x 2.5" (5ft seat)\*

\*Please delete not applicable

£ \_\_\_\_\_

Purchase order number \_\_\_\_\_

Deceased Name \_\_\_\_\_

Date \_\_\_\_\_

Plaque Location
Date ordered
Date order confirmed
Date received/placed
Date applicant informed

c/no \_\_\_\_\_

RENEWABLE LEASE AGREEMENT FOR A 5ft TEAK SEAT

**Please complete in BLOCK CAPITALS**

WE, the Peterborough City Council, in the County of Cambridgeshire (the grantor) in consideration of  
the sum of \_\_\_\_\_ (lease element)

paid to us by \_\_\_\_\_ Full name of applicant (the grantee)

of \_\_\_\_\_

\_\_\_\_\_ address

Postcode \_\_\_\_\_ email: \_\_\_\_\_

Telephone number: \_\_\_\_\_ (Inc. area code)

DO HEREBY GRANT UNTO the said grantee his/her heirs and assigns the right to place a 5ft Teak Memorial Seat in location number \_\_\_\_\_ (the area to be determined by the grantee and grantor, subject to the grantor agreeing the precise location) within Peterborough Crematorium grounds / or City Council Cemetery, for a period of time not exceeding **5/10/20\* years** from the date hereof.

**\*please delete**

This right may be renewed, subject to the seat being in a safe and sound condition, on expiry of the lease by payment of the appropriate fee ruling at the date at which time the same terms and conditions shall apply.

If at the end of the lease period the lease is not renewed, in the absence of any other instructions, after a period of two months from the renewal date, the seat will be removed from the grounds.

The seat and plaque will be retained for six months for collection by the grantee. If not collected within that period it will be destroyed.

The above right may be rescinded at any time during the lease period on the written instructions of the grantee who shall arrange collection of the plaque.

It is the responsibility of the grantee to ensure that the rights are renewed. Although the grantor will endeavour to contact the grantee before expiry of the right no responsibility can be accepted for action taken in the absence of renewal of the right or alternative instructions from the grantee.

The plaque and all inscription work on the plaque shall be ordered through the grantor who will arrange for the work to be completed by an approved contractor.

All Teak Memorial Seats are constructed of natural hard wood from a renewable source. It is recommended that the seats are left to weather naturally or are only treated with teak oil. If the grantee requires the Memorial Seat to be treated with teak oil, the grantee must advise the grantor at the time of placing the order. The grantee is liable for all maintenance and repair costs. The grantor offers a cleaning and treatment contract upon payment of the appropriate fee applicable at that time

Apart from Posy holders supplied by the grantor, no other item is permitted on or in the vicinity of the memorial Seat. Any items in breach of this agreement will be removed immediately and can be collected from the Bereavement Services Office up to 30 days after their removal.

**All flowers and potted plants are to be placed in the cloisters behind the crematorium waiting room. To help us keep the gardens safe and maintained to a high standard, plants, ornaments, artificial flowers, bulbs, wind-chimes, windmills or other non-approved items will be removed and stored for collection.**

Any items in breach of this agreement will be removed immediately and can be collected from the Bereavement Services Office up to 30 days after their removal.

I the grantee have read, understood and agree to all the information within this lease and confirm this by signing below.

Signed \_\_\_\_\_ for grantee

Date \_\_\_\_\_

Signed \_\_\_\_\_ for grantor

Date \_\_\_\_\_

You will be given a copy of this agreement for your records. Please keep it in a safe place and advise your next of kin/solicitor/executor of its existence.

To enable us to advise you of any renewal or essential works required it is important that you keep the Bereavement Services Office informed of any change of address.

In the event of the death of the grantee please contact the Bereavement Services Office.



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