

REPLACEMENT TEAK SEAT BRONZE PLAQUE APPLICATION

PLEASE COMPLETE THE DETAILS BELOW AND COMPLETE THE GRID OVERLEAF

Name of Memorial owner: _____

Full Address _____

Postcode. _____

Daytime Telephone Number: _____ (inc. area code)

Email address _____

Name of Deceased: _____

What is your instruction for the existing plaque?

- Owner to collect from office by appointment
- Nominated person to collect from office by appointment
- Crematorium staff to dispose

Please note: if the plaque is not collected within six months it will be disposed of.

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 _____

Replacement 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)*

OR

SIZE: 9" x 3" (6ft seat)*

*Please delete not applicable

£ _____

Purchase order number _____

Deceased Name _____

Date _____

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