

**SANCTUM 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 \_\_\_\_\_

**PLAQUE REQUIREMENTS**

Granite Colour: BLACK / SOUTH AFRICAN GREY / BLUE PEARL / SERA GREY / RUBY RED

PHOTO PLAQUE (7" X 5") REQUIRED : YES / NO

ADDITIONAL ORNAMENTATION: YES / NO (please discuss options with a member of staff)

In accordance with the memorial regulations, please limit your tributes to flowers that fit within the confines of your memorial and do not encroach on other memorials. Dead flowers will be removed on a regular basis by crematorium staff. 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.

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 \_\_\_\_\_

**Sanctum 2000 Plaque Application**

**Please write clearly in BLOCK CAPITALS leaving spaces between names or initials**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
LINE 1																									
LINE 2																									
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LINE 5																									
LINE 6	●																								●
LINE 7																									
LINE 8																									
LINE 9																									
LINE10																									
LINE11																									

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

Please see overleaf.

**FOR OFFICE USE ONLY**

Dear Supplier

Please can I order

1 x SANCTUM TABLET **PROOF**

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

Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Dear Supplier

Please can I order

1 x SANCTUM TABLET

Plaque Colour required \_\_\_\_\_

Photo-plaque required YES / NO\*  
\*Please delete

Ornamentation requirements \_\_\_\_\_

£ \_\_\_\_\_

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

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

Date \_\_\_\_\_

Plaque Location
Date ordered
Date order confirmed
Date received/placed

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

RENEWABLE LEASE AGREEMENT FOR A SANCTUM 2000 MEMORIAL

**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 cremated remains within Sanctum Vault number \_\_\_\_\_ at Peterborough Crematorium for a period of time not exceeding **5/10/20\* years** from the date hereof.

\*please delete

This right may be renewed 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.

The vault shall have provision for up to 2 (Two) sets of cremated remains and 1 (one) granite tablet, purchased from the grantor, and such tablet will be the property of the grantee.

If at the end of the lease period if the right to the vault is not renewed, then, in the absence of any other instructions, after a period of six months from the renewal date, the cremated remains will be removed from the vault and will be strewn within the Garden of Remembrance.

The plaque will be removed and 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.

**In accordance with the memorial regulations, please limit your tributes to flowers that fit within the confines of your memorial and do not encroach on other memorials. Dead flowers will be removed on a**

**regular basis by crematorium staff. 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. I understand that all other flowers and potted plants are to be placed in the cloisters behind the crematorium waiting room.**

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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