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| Interment and/or Burial rights purchase request form | | Plot Number: | |
| **Important Notice:** **No interment can proceed until:**  a) This form has been fully completed and signed by the applicant and burial rights owner where appropriate.  b) Authority has been given in writing by a staff member of Martock Parish Council.  c)The signed form, including pages 1 to 3, has been returned to you. | | | |
| **Section 1: Advance purchase of a plot** | | | |
| Please tick:  Advance Purchase of **Grave** plot  Advance purchase of **Ashes** plot  If you are requesting a purchase only and are not arranging an interment at this time,  please move straight to section 3 b) | | | |
| **Section 2: Interment Request** | | | |
| Details of person to be interred | | | |
| Full name: | | | |
| Age at the time of death: | | Date of Death: | |
| Resident Address: | | Address at which death occurred: | |
| If the deceased resided outside of Martock for one year or less immediately before their death due to care requirements, please provide details of their previous resident address: | | If a Minor, Name & Address of parents/Guardian | |
| Details of the interment | | | |
| Please tick:  Grave  Ashes  Scattering of Ashes | | | |
| Requested date of Interment: | | Requested Time of Interment: | |
| For **reopened** plots: Full name and date of death of the person already interred: | | | |
| Details of person requesting interment | | | |
| Full Name: | | Address:  **Details of Stone Mason (if appropriate)**  **Note: This is only for authorisation to remove a memorial in order for an interment to take place.** | |
| Relationship to the deceased: | |
| Email address: | |
| Telephone Number: | |
| **Details of Funeral Directors** | | Name  Address | |
| Name  Address | | Name  Address | |
| **Section 3: Authorisation and Signature(s)**  **By signing this form you have agreed that all the details provided are correct and you have read and accept all notes conditioning that an interment can proceed. You have also been made aware of and accept to pay all charges that have been incurred as per this interment request.** | | | |
| **Please tick a) b) or c) and sign in the adjacent box** | | | |
| a)I/we do **Not** wish to purchase the Exclusive Right of Burial (and there is no existing Exclusive Right of Burial in respect of this plot)  Full Name  Relationship of the deceased  Address  Signature…………………………………………………  **Note: We require the signature of the person requesting the interment** | | | |
| b) I/We **Do** wish to purchase the Exclusive Right of Burial  Full Name  Address & Email address  Signature…………………………………………………  **Note: We require the signature of the person/persons purchasing the Exclusive Right of Burial.** | | | |
| c) The plot has already been purchased (please contact Martock Parish Council for the confirmation of the Burial Rights Number, date of purchase and ownership)  Burial Rights Number:  Date Burial Rights Purchased:  Name and address of Burial Rights Owner:  Signature…………………………………… Signature……………………………………..  **Note: we require the signature of the preset rightful owner of the Right of Burial of the grave for which this application is submitted or the person requesting the interment of the present rightful owner of the Right of Burial.**  **If the Exclusive Right of Burial is in joint ownership we will require the signature of ALL owners.**  **By signing you are giving permission for any memorial on the grave space to be removed from Martock cemetery by the authorised stone mason, if it is necessary to do so, in order for the interment to proceed.** | | | |
| Section 4: For office use only. No interment can proceed until the staff of Martock Parish Council have signed to give authorisation. | | | |
| **Date** | **Print Name** | | **Signature** |
| Invoice number and account name: | | | |
| Invoice number and account name for BR Transfer (if applicable) | | | |
| Is the application for a plot for which the  Exclusive Right Of Burial  has been purchased/ is being purchased as part of the  request form  No  The person  requesting the  interment is to  sign section  )  a  3  Yes  Has the plot been  purchased prior  to this request  form?  No,  the Rights are being  purchased as part of  this application  The person  purchasing the  rights is to sign  section 3 b)  Yes  Is the person to be  interred the owner  of the Exclusive  Right of Burial  No  The present rightful owner(s)  of the Right of Burial is/are to  sign section 3 c)  Yes  The person  requesting the  interment is to  sign section 3C)  **If a transfer of burial rights is required a charge of £35.00 will be made, we will require details of the person to be invoiced. Please telephone Martock Parish Council on 01935 822 891 to arrange an appointment, the following information/documents will be required before we can proceed.**    **Did the deceased**  **owner of the burial**  **rights leave a Will?**  Yes  A  **copy of the will be**  **required**  **Did the will go to**  **probate?**  Yes  We can only accept  sight of a ‘  sealed’ Grant  i.e. it must bear the  embossed seal of a  Court.  The burial rights will be  transferred to the  executor(s) named in  the sealed grant of  probate  No  A statutory declaration  will be produced  transferring the  exclusive right to burial  to the executor(s)  No  **Is there a sealed grant**  **of letters of**  **administration**  ?  Yes  The burial rights will be  transferred to the  administrator(s) named  in the sealed grant of  administration  No  Please provide the  names and addresses of  all next of kin | | | |