

Idle Upper Chapel United Reformed Church

Westfield Lane, Idle Bradford BD10 8PY



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Cemetery Registrar: email: upperchapelcemetery@outlook.com

GUIDANCE FOR APPLICATIONS TO ERECT A MEMORIAL HEADSTONE

IN IDLE UPPPER CHAPEL CEMETERY

- Any headstone that is to be installed must first be approved by the Cemetery Registrar. An application form must be duly completed; no work should take place prior until full authority is given. This applies to all new memorials, additional inscriptions and memorials that are to be reaffixed including memorials that are laid down for safety reasons, cleaning of a memorial and any minor case of rectification.
- The application form must be signed by the grave owner/s prior to the fixing or changes to any memorial are made. The application form must contain the full names and signatures of the registered grave owner/s to give permission for the work to be done. Memorial masons must have proof of ownership of Exclusive Right of Burial.
- Each application to erect a memorial shall have a drawing or photo image showing full details of the memorial to be installed indicating the size of the memorial, material to be used, finish, the inscription and wording type. Installation and fixing details (including anchor fixing type and method where necessary) must conform with the National Association of Memorial Masons (NAMM) Code of Working Practice.
- The signature of the memorial mason will be required on the application form confirming that the proposed memorial will be fitted in compliance with the agreed rules and regulations.
- If you are erecting a new headstone the fee will need to be paid before work commences.
- All memorials must be kept in good order and repair and the expense and responsibility for fixing, repair and renovation of all memorials shall be borne by the grave owner. Idle Upper Chapel Cemetery will not be responsible for the condition or upkeep of any memorial
- Any new memorials that are fixed without due authorisation will be removed by Idle Upper Chapel Cemetery
- All memorials must clearly state the company name and grave number on the back of the memorial
- **MEMORIAL SIZES:** Headstones must be a maximum limit in height of 4ft (48") and 3ft (36") wide for a full burial plot. Ashes plot height 2ft 6" (30") and foundation **MUST NOT EXCEED** 3ft (36") wide.
- **MEMORIAL TYPES:** Headstones, vase tablets and book memorials are permissible. The base either left plain or incorporating a flower container. Kerb sets or large ornate carved figures or other full bespoke designs are **NOT** permissible.