



DORCHESTER TOWN COUNCIL

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APPLICATION TO ERECT A MEMORIAL/ADDITIONAL INSCRIPTION AT _____ CEMETERY 2025-2026

Please submit two copies of the completed application form. All parts to be completed.
All Memorials will be included in our Memorial Safety Testing Programme.

| | |
|--|--|
| NAME OF DECEASED | |
| GRAVE NUMBER | |
| TYPE OF PLOT: (Traditional/Lawn/Children's/Cremated Remains/Garden of Remembrance Wall/Chapel Plaque/GOR Fordington) | |
| EXCLUSIVE RIGHT OF BURIAL NUMBER Memorials are only permitted on graves where the exclusive right of burial has been purchased. There are some exceptions with Common Graves | ERB NUMBER: _____ ERB OWNER: _____ |
| APPLICANT I understand that it is my responsibility to maintain the memorial in good repair and ensure that the Town Council is advised of any changes to my contact details. The Applicant must have permission from the Exclusive Right of Burial owner. SIGNATURE: _____ DATE: _____ | Name: _____ Address: _____ Relationship to Deceased: _____ |

FEE PAYABLE TO DORCHESTER TOWN COUNCIL: £

(If not included in the exclusive right of burial – pre 27 May, 2014)

DESIGN & INSCRIPTION APPROVED BY THE BURIAL ADMINISTRATOR:

In approving this memorial application, the Town Council does not take any responsibility for loss, damage or theft to memorials.

Approved:

Entered
in Register:

OFFICE USE:

Receipt No:

Computer Update:

Is the plot empty? Check.

| | | | |
|---|--|---|--|
| ILLUSTRATION (IN CENTIMETERS) – OR ATTACH WITH MEASUREMENTS | | | |
| | | | |
| PROPOSED INSCRIPTION | | | |
| | | | |
| DESCRIPTION OF MEMORIAL MATERIAL OR FOR ADDITIONAL INSCRIPTION DETAILS OF EXISTING MEMORIAL | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>NAME & ADDRESS OF MEMORIAL MASON</p> <p>I confirm that the memorial will be installed in accordance with the current NAMM guidelines (minimum standard).</p> <p>I can provide proof of Public Liability Insurance <input type="checkbox"/></p> <p>APPLICANT SIGNATURE:</p> <p>DATE:</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Name:</p> <p>Address:</p> <p style="color: red;"><i>Any unauthorised or authorised memorial which does not meet the size criteria will be removed at the Memorial Masons expense and the Applicant will be notified.</i></p> <p style="color: red;">See page 3 for permitted memorial sizes as the application may be denied.</p> </td> </tr> </table> | | <p>NAME & ADDRESS OF MEMORIAL MASON</p> <p>I confirm that the memorial will be installed in accordance with the current NAMM guidelines (minimum standard).</p> <p>I can provide proof of Public Liability Insurance <input type="checkbox"/></p> <p>APPLICANT SIGNATURE:</p> <p>DATE:</p> | <p>Name:</p> <p>Address:</p> <p style="color: red;"><i>Any unauthorised or authorised memorial which does not meet the size criteria will be removed at the Memorial Masons expense and the Applicant will be notified.</i></p> <p style="color: red;">See page 3 for permitted memorial sizes as the application may be denied.</p> |
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MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS SIZES & FEES

Single fees apply to all memorials including additional memorials installed on an existing grave.

For the right to erect or place:

| a) a headstone, footstone, tablet, flat stone, plaque or monument in any other form | Charge |
|--|-------------------------------|
| - included in an exclusive right of burial | - |
| - if not included in an exclusive right of burial – pre - 27 May, 2014 | £240.00 |
| - where the exclusive right of burial has not been granted (not available at Poundbury) | £240.00 |
| - an inscription, after the first, on a gravestone, tablet or other memorial (for each deceased) N.B. For this fee an additional inscription is defined as an inscription added to an existing memorial. Any additional stones are defined as a new memorial. | £120.00 |
| b) a tablet measuring 25cms by 20cms in the North Chapel of Dorchester Cemetery or on the wall in Dorchester Cemetery | Now included within (a) above |
| c) a flat stone not exceeding 30cms by 30cms which must not project above ground level in the Garden of Remembrance at Fordington Cemetery | |
| d) brass or bronze plaques 15cms by 10cms (only available at Poundbury) | |

MEMORIAL SIZES

Poundbury Cemetery: Memorials must not exceed 122cms high by 90cms wide. (Traditional & Lawn). Kerb sets are only permitted in the Traditional Area at Poundbury not exceeding 207cms long by 90cms wide.

Children's Section: Subject to the Council's consent and payment of the appropriate fees, headstones, kerb sets, flat stones and free-standing flower vases will be permitted in this area. However, memorials must not exceed 60cms by 60cms (122cms kerb length).

Cremation Section – Poundbury, Dorchester and Fordington (not Fordington Garden of Remembrance): Memorials must not exceed 60cms by 60cms.

Dorchester or Fordington: Kerb sets must not exceed 180cms long by 90cms wide. Memorials must not exceed 122cms high by 90cms wide.

VAT is not chargeable on any of the above fees.