



## Windlesham Parish Council

Cemeteries Coordinator – Windlesham Parish Council  
The Council Offices, The Avenue, Lightwater, Surrey, GU18 5RG  
Telephone: 01276 471675 Email: [admin@windleshampc.gov.uk](mailto:admin@windleshampc.gov.uk)  
Web Site: [www.windleshampc.gov.uk](http://www.windleshampc.gov.uk)

### PERMIT TO WORK ON A MEMORIAL

**Please refer to our Cemetery Regulations when completing this form.**

Contact Cemeteries and Allotments coordinator: [admin@windleshampc.gov.uk](mailto:admin@windleshampc.gov.uk)

Date of application:

Cemetery (please state which): ☐ Windlesham ☐ Lightwater ☐ Bagshot

Please give details of the proposed work.

Please note: Permits are subject to proof of grave ownership and the reverse of this form MUST be completed.

Full name of deceased

Year of death (if known):

Grave Number:

Type of memorial:

Dimensions:

Visible Plinth size (if applicable):

(Masonry firm must add grave number to rear of plinth)

Kerb sets and edging materials are not permitted in Windlesham Cemetery, unless at ground level.

Please state the name of the Person/Company making this application and indicate if they are the grave owner/mason or funeral director.

Grave Owner ☐ Mason ☐ Funeral Director ☐

Name and contact details of Masons completing the work



### **Windlesham Parish Council**

Cemeteries Coordinator – Windlesham Parish Council

The Council Offices, The Avenue, Lightwater, Surrey, GU18 5RG

Telephone: 01276 471675 Email: [admin@windleshampc.gov.uk](mailto:admin@windleshampc.gov.uk)

Web Site: [www.windleshampc.gov.uk](http://www.windleshampc.gov.uk)

**Masons declaration: I confirm that the memorial will be erected in accordance with NAMM or BRAMM Recommended Code of Working Practice**

**Masons Signature:**

Please note that all excess spoil and turf must now be removed from all of our cemeteries by the Memorial Mason.

**Grave Owner(s) signature(s):** All registered grave owners **must** sign and print  
(Must be original signatures):

**Address(es) and contact details (email and telephone number) of Grave Owners:**

I, the grave owner confirms that I have chosen my stone mason independently and have not been recommended a mason by any employee or member of Windlesham Parish Council

☐ Yes ☐ No

If no, please  
give some  
details

**Signature**

**No memorial may be erected or any work carried out on it until a permit has been completed and approved. Your attention is drawn to the Cemetery Regulations which are available online and are displayed at each cemetery.**

**Prior to commencement of the work, please notify the Parish Council at least 3 working days prior to the intended dates the work will be undertaken in order that we may check and approve the dates.**

#### **Windlesham Parish Council**

Date of receipt: D.O.G No.

Fee received:

Date fee received:

Previous interment:

Date of approval :

Scanned:

Date applicant notified :

Signature: