

Notice of interment

The areas **shaded in red** should be completed and the form emailed to cemeteries@lbhf.gov.uk to confirm the burial booking within **48 hours of the booking being made.**

Once the full form has been completed and signed by the grave owner/applicant, this must be emailed to the cemetery together with the green certificate. The original paperwork can be delivered prior to or on the day of the burial.

The coffin size is required three working days before the burial.

1. Person to be buried

Full Name:			
Home address at date of death:			
Date of death:		Age:	
<input type="checkbox"/> Resident	<input type="checkbox"/> Non-resident	Grave owner: <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Details of interment

Cemetery:	<input type="checkbox"/> Mortlake	<input type="checkbox"/> North Sheen
	<input type="checkbox"/> Margravine	<input type="checkbox"/> Fulham
Day and date of burial:		Time:
Type of service:	<input type="checkbox"/> Direct to grave	<input type="checkbox"/> Chapel (Additional fee)
Religion:		

3. Special requirements

<input type="checkbox"/> Family to back fill grave	<input type="checkbox"/> Large attendance expected	<input type="checkbox"/> Other (Please state below)

4. Details of grave

<input type="checkbox"/> New Grave	<input type="checkbox"/> Standard depth for 2	<input type="checkbox"/> Depth for 3	
<input type="checkbox"/> Reopen	Section:	Number:	
<input type="checkbox"/> Regular coffin	<input type="checkbox"/> Casket	Size:	

Funeral director:		Phone:	
Address:		Email:	

Name of deceased:	
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Grave ownership (tick one)

<input type="checkbox"/>	1. Authorisation to open and inter in the grave All owners must sign where there is more than one owner, to authorise burial in the grave.	<input type="checkbox"/>	3. Application for ownership of a new grave One or two persons may become registered owner(s) for a new grave. We will send the deed to the person who signs as owner 1.
<input type="checkbox"/>	2. Application for owners' burial Only a signature of the applicant is required where the deceased is the grave owner.	<input type="checkbox"/>	4. Application for burial in an unpurchased grave* The declaration below must be signed by the next of kin or person arranging the burial.

Owner/applicant 1

Name (Mr/Mrs/Miss/Ms)			
Address		Postcode	
Telephone			
Email			
Signed (Scan and insert)		Date	

Owner/applicant 2 (If applicable)

Name (Mr/Mrs/Miss/Ms)			
Address		Postcode	
Telephone			
Email			
Signed (Scan and insert)		Date	

* I do not desire to purchase a private grave for this interment. I understand that the burial will take place in an unpurchased/public grave in which other people are, or will be, buried in.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for the auditing or administering public funds for these purposes.

Correspondence should be directed to: The Cemeteries Office, North Sheen Cemetery Lower Richmond Road Richmond, Surrey, TW9 4LL Tel 020 8878 1934 Email cemeteries@lbhf.gov.uk Cheques payable to: LBHF (London Borough of Hammersmith & Fulham)	For office use only	
	Purchase	£
	Interment	£
	Extra depth	£
	Chapel	£
	Total	£
	Receipt	