

Notice of interment



Portsmouth
CITY COUNCIL

For interment in cemetery

This notice, Registrar's Certificate For Disposal or Cremation Certificate and payment due, must be received by the Cemeteries Manager, Portsmouth Cemetery Office, 224 New Road Lodge, Kingston Cemetery, Portsmouth, PO2 7RW at least two days prior to any Interment. Cheques made payable to Portsmouth City Council.

Deceased details

1	Full Name of deceased	
2	Address of residence	
3	Address where death occurred	
4	Date of death	
5	Age	
6	Sex	

Booking details

7	Date and day of the burial		Time of booking			
8	Type of Service	☐ Chapel	☐ Graveside	☐ Direct	☐ Cremated Remains	☐ Strewing
9	Specify other useful information					

Type of grave

10	If grave is to be reopened, specify name and date of last person interred				
11	If a new grave, please specify how many coffins it is required for	☐ 1	☐ 2	☐ 3	☐ 4
12	Please select period of Exclusive Rights required?	☐ 50 years	☐ 99 years		
13	If there is a preference on where the grave is to be located please specify, i.e near existing family/near a path?				

Coffin size

14	Coffin lid size, include any handles that do not fold in	
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If a casket is required please check with our office before ordering as many will be too big for our grave spaces.

Funeral director to complete

Name	
Address	
Telephone Number	

Cemetery office use

Plot		Row		Grave	
Guides					
BN		PB		BACAS	
Fee £					
Receipt Number					

Application details

How to complete this section

Please complete your details in section A, then complete one of the following sections – B, C or D. Finally, sign and date the declaration in section E.

Section A – Your contact details

Title	☐ Mr	☐ Mrs	☐ Miss	☐ Ms	☐ Other	
Full name						
Address (inc. post code)						
Telephone Number						
E-mail address						
Relationship to the deceased						

Section B – Application for ownership

- ☐ I desire to purchase the Right of Burial in the grave in which the afore-mentioned deceased is to be interred for a period of 50 or 99 years. I understand that when that period has lapsed, unless it is renewed, the Right of Burial will revert back to the council. **I note that only lawn type memorials, mini-kerbs and vases are permitted on grave spaces and memorials placed at either head or foot end in accordance with the existing lawn style layout.**

Section C – Reopen of existing grave

- ☐ I hereby authorise **plot** **row** **grave** to be opened for this interment.

Note: After the death of the registered owner, the grave ownership will have to be legally transferred prior to the erection or re-erection of a memorial. The person signing this will be sent a letter.

Section D – Unpurchased grave

- ☐ I agree to the interment of the late taking place in an unpurchased grave, in which other persons are, or will be buried. I understand that only a temporary marker plaque is permitted to mark the grave, and that no other memorials will be allowed as the Exclusive Right of Burial is vested in the Council.

Section E – Declaration

Signature	
Date	