

GENERAL CEMETERY COMPANY

Kensal Green Cemetery · West London Crematorium

Harrow Road · London · W10 4RA

020 8969 0152 · enquiries@kensalgreencemetery.com

Notice of Burial (for child under the age of 18 years)

This form must be received by the General Cemetery Company (GCC) with either, the 'Certificate for Burial or Cremation' issued by the Registrar of Births & Deaths, or the Coroner's Burial Order, as soon as available so that the necessary checks can be carried out, but at least three full days before the burial.

Details of deceased

Full name

Home address (at time of death)

Postcode

Age gestation / hours / weeks / months / years (delete as appropriate)

Religion of deceased None

Details of burial

Day of burial Date of burial

Time of burial Time of chapel service (if applicable)

Type of service

Direct to grave East chapel*

* Please complete a Memorial Service form

Mourners to backfill grave
(Please refer to 'Rules & Regulations')Large attendance expected
(over 50 mourners)Horse drawn

Details of grave / previous burial

The GCC will use the grave number to check that the details on this form match the records held. If any discrepancies occur, further checks will be made. It is important therefore, that the details of the grave owner, and, if applicable, the previous burial detailed on this form, are entirely accurate. This is especially important if more than one plot is held by family members. Only when these checks have been satisfactorily completed, can the grave can be prepared.

Grave purchase New child grave New adult grave Re-open (adult grave) Adult grave in reserve

Grave type

Child grave (4'0 x 2'0") Standard adult grave Below ground vault Above ground mausoleum / vault

Grave details

Grave number Square Row

Depth

for one for two for three * * We cannot guarantee a depth for three but will try. No liability will be taken if the depth is not achieved.
A child grave will only be dug for one.

Details of last burial (only applicable to a re-open of an adult grave)

Full name of last person buried in this grave

Date of this burial

Memorial on grave (if applicable)

Is there a memorial to be moved?

Yes

No

Don't know

Type of memorial

Headstone only

Full memorial

Don't know

Mausoleum / vault

- Memorials must be removed from the grave to accommodate subsequent burials.
- A fee is charged to remove a headstone or full memorial and replace it 12 months later:
 - **Full memorials** The GCC will remove the memorial in advance of the burial, and this will be replaced on the grave approximately one year after the burial has taken place. The memorial will be moved to the nearest safe place.
 - **Headstone only memorials** The GCC has an appointed memorial mason who will attend site and remove the headstone and foundation. This headstone will be taken off site and stored at their premises for one year. The memorial mason will reinstate the headstone, using ground anchor to meet BRAMM regulations.
- **All removals are carried out at clients' risk.** The GCC cannot accept any liability if the memorial does not comply to regulation, making it difficult to move.
- **If the GCC is unable to move the full memorial, a memorial mason will be appointed by the GCC, and additional fees will apply. The GCC will advise on the cost before proceeding with the removal. The costs for replacing the memorial one year later will also be required. Payment will be required before the memorial is removed.**
- If you would like to appoint your own memorial mason to remove the memorial, the memorial MUST be taken away from the cemetery and stored elsewhere.
- No additional work can be carried out to the memorial whilst off site, without the necessary permit.
- If appointing your own memorial mason, you must ask them to send their insurance documents. Please also complete the details below.
- **Above ground burial in mausoleum / vault All coffins must be hermetically sealed.** You must contact the office for further information regarding the preparation of the mausoleum / vault.
- **Below ground vault** You must contact the office for further information regarding the preparation of the vault.

Detail of memorial mason if grave owner(s) appointing their own contractor.

Company name

Address

Postcode

BRAMM number Removal date

The Children's Funeral Fund

- The Children's Funeral Fund for England can help to pay for some of the costs of a funeral for a child under 18 or baby stillborn after the 24th week of pregnancy.
- The fees for the burial will be claimed directly by the GCC and therefore you will not be charged any fees by the GCC for the burial.
- However, if part or all of the claims are not authorised by the Children's Funeral Fund, the GCC will contact you, and you will be required to pay the outstanding fees.

Owner(s) / applicant's details

Authorisation to open and request burial in a grave

All living owners must sign this form, to authorise the opening and burial in this grave

Application for ownership of the grave

For a new adult grave up to three owners can be registered. For a new child grave up to two owners can be registered. All applicants wishing to be registered owners must sign this form for the burial to take place. These must be the same named people on the 'Grave Selection Form'.

Owner 1 / applicant

I can confirm that all the above is correct and I have read and understood the form. I have read and agree to the statements given under the Children's Funeral Fund.

Full name

Home address

Postcode

Email Telephone

Your relationship to the deceased

Signature Date

Owner 2 (if applicable)

I can confirm that all the above is correct and I have read and understood the form. I have read and agree to the statements given under the Children's Funeral Fund.

Full name

Home address

Postcode

Email Telephone

Your relationship to the deceased

Signature Date

Owner 3 (if applicable)

I can confirm that all the above is correct and I have read and understood the form. I have read and agree to the statements given under the Children's Funeral Fund.

Full name

Home address

Postcode

Email Telephone

Your relationship to the deceased

Signature Date

Any additional information

.....

.....

.....

Details of coffin / casket

If these details are not available at the time you submit the Notice of Burial, please send the measurements by using the 'Notice of Coffin Measurements for Burial' form or submit your own document, but verbal communication cannot be accepted.

Size of coffin / casket

Length
(feet & inches)

Width
(inches)

Depth
(inches)

Shape of coffin / casket

Traditional coffin (tapered)

Straight edged coffin

Casket (domed lid)

- **Exact outside measurements only.**
- If these measurements are incorrect, further fees may be incurred and / or the **burial may not be able to take place.**
- Please see 'Fees List' for the applicable burial fees.
- Graves are always prepared at least one day before the date of burial.
- Coffins / caskets placed above ground **MUST** be hermetically sealed.

Details of funeral director

I can confirm that all the above has been discussed with the owner(s) / applicant and, I have read and understood all of the requirements. All details stated on this form are correct.

I understand a cancellation fee will apply if the burial is cancelled within 48 hours or less (see fees list).

Funeral director _____

Address _____

Postcode _____

Telephone number _____

Email _____

Funeral arranger's name _____

Signature _____ Date _____

If possible, please attach the Exclusive Right of Burial Deed.