

**APPLICATION TO MINISTER FOR INTRODUCTION OF MONUMENT
OR LEDGER STONE IN CHURCHYARD
PARISH OF ST MICHAEL AND ALL ANGELS, SANDHURST, DIOCESE OF OXFORD**

Plot Number (on attached plan) _____

NB This application may be made by the legal personal representative or an executor (usually, but not always, a close relative) of the deceased.

Name and Address of Applicant

Title _____ First Name(s) _____ Surname _____
(Mr/Mrs/Miss/Other)

Address _____

Postcode _____ Tel. _____ e-mail _____

Name of Deceased

Title _____ First Name(s) _____ Surname _____
(Mr/Mrs/Miss/Other)

Former Address _____

Postcode _____

Declaration by Applicant

1. I make this application for authorisation to introduce a memorial/ledger stone in the churchyard of the Parish of St Michael and All Angels, Sandhurst, or for an added inscription
2. I am (*please tick*):
 - a relative of the Deceased (*please state relationship*) _____
 - and/or the administrator/executor of his/her estate
 - or (*state other legal authority*) _____
3. I acknowledge that I have been given a copy of the Churchyard Regulations 2016 (“the Regulations”) and understand them.
4. I understand that
 - a the only monument or ledger stone that may be erected as a result of this application is one that
 - i. falls entirely within the Churchyard Regulations and
 - ii. is as described in the attached Schedule.
 - b no additional material, e.g. edgings, chippings, ornaments, lights, shrubs etc, may be introduced on the grave without the written permission of the Incumbent or the Diocesan authorities.
 - c the authorisation that is given to me in the first instance only permits the monument or ledger stone to remain in the churchyard for a period of 50 years and that this period of time may be shortened, or extended, by a faculty granted the Consistory Court of the Diocese of Oxford (“the Court”);
 - d a breach of the Regulations (now or at some future time) or a failure to maintain the monument or ledger stone, may result in its being removed by the church authorities.
 - e neither I nor anyone else is permitted to remove the monument or ledger stone unless the minister authorises its temporary removal under regulation 48 of the Regulations or I am granted a faculty by the Court authorising me to do so;
 - f the Court has sole jurisdiction in interpreting and applying these arrangements.

Signed by the Applicant _____ Date _____

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THE SCHEDULE

1. This application is for:

- a headstone (standing erect)
- a tablet/ledger stone (lying flat)
- an additional inscription on an existing memorial

2. Details of Monumental Mason

Name _____

Address _____

Postcode _____ Tel. _____ Fax _____

3. Description of proposed Monument and Inscription

Height _____(mm) Width _____(mm) Thickness _____(mm)

Type of stone or other material _____

Colour _____ Surface finish _____

Style and size
of lettering _____ colour _____

Please note the regulations 12-45 concerning the design of memorials and inscriptions, including those covering size, materials and colour of stone and inscription (regulations 15-16, 26, 41)

4. Wording of Inscription and sketch of Monument

(use a separate sheet if necessary)

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This page is for the use of the minister only and should be left blank by the applicant

MINISTER'S DECISION ON APPLICATION

I, _____ being _____

***Grant your application dated _____**

and in exercise of the authority delegated to me authorise you to introduce **a monument or ledger stone which conforms with the details set out in the Schedule to the application.**

This authorisation permits the memorial to remain within the churchyard for a period no longer than 50 years from the date of this decision.

***Refuse your application dated _____**

because _____

Signed _____ Date _____

Minister

**Delete as applicable*