



Balderton Parish Council
Balderton Village Centre
Coronation Street,
Balderton
NG24 3BD

Tel: 01636 703626

Email: office@baldertonparishcouncil.gov.uk

Balderton Cemetery Memorial Application Form
(ONLY GRAVE OWNERS CAN APPLY TO INSTALL/AMEND A MEMORIAL)

Memorial Requirements	
Maximum measurements for memorials are as follows:	
Headstones	50" height, 30" width
Tablets in Garden of Remembrance	18" length, 12" width, depth 4"
Written approval from Balderton Parish Council is required before any items are installed. Our Cemetery terms and conditions are online: Cemetery information	

We hereby make application for permission for approval of a new Headstone / Additional Inscription / Cremation tablet as follows:

1. Memorial supplier details	
Business Name	
Address	
Contact Name	
Phone number	
Email Address	

2. Details of the person interred	
Name	
Plot number (<i>if known</i>)	

3. Details of person purchasing the memorial	
Name	
Relationship to the deceased	
Address	
Phone number	
Email Address	
Details of who owns the grave <i>Please also attach the Grant of Exclusive right of burial certificate with your application</i>	Grave owner name Certificate attached -tick to confirm attached ☐

Please return form for approval and certificate to: office@baldertonparishcouncil.gov.uk

4. Details of the memorial being applied for	
Description	
Measurements	
Material	
Inscription details	
Has an image of the proposed memorial been attached	Yes/No (Applications cannot be accepted without an image)

Application Fees	
<i>Once we have received your application and proof that you own the grave, we will send you an invoice. This must be paid as soon as the memorial has been approved. Memorials must not be installed until payment has been received by Balderton Parish Council.</i>	
New memorial	£181 (no VAT)
Additional inscription	£92 (no VAT)
Cheques payable to 'Balderton Parish Council' or BACS bank transfer payments to	
Account name: Balderton Parish Council Sort code: 30-67-76 Account number: 42232668 Please use the name of the funeral director/memorial provider arranging the memorial (as detailed section 1) as a reference.	

5. Payment	
Planned method of payment	
Amount to be paid	£

6. Signature	
Signature	
Name	
Date	

Office use only		
Action		Initials
Application Approved	Yes/ No	
Ownship confirmed	Yes/No	Owner name:
Applicant informed of decision	Date:	
Invoice sent to applicant	Date:	
Payment received	Date:	
Grounds team copied	Date:	
Grounds team use only		
Action		Initials
Memorial checked (as application)	Yes/ No	