



FELIXSTOWE TOWN COUNCIL

Application for a Memorial Rose Bush, Granite Plaque, Leaf on Memorial Tree or Bench in Felixstowe Cemetery

PURCHASED BY:

TITLE & NAME:

ADDRESS:

.....

.....

TEL:

EMAIL:

Select as applicable (*please tick and see Fees and Charges schedule for costs*):

Granite Plaque in Memorial Garden for (10 years)

Leaf on Memorial tree (10 years)

Memorial Bench for (10 years)

Renewal of lease for the above memorial for 5 years

Location of **PLAQUE** within Gardens:

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<p>INSCRIPTION ON BENCH /PLAQUE:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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Application for a Leaf/ Plaque/bench dedication in Felixstowe Cemetery

I hereby wish to apply to Felixstowe Town Council for the Exclusive Right for a memorial Rose Bush, Granite Plaque, Leaf on Memorial Tree or Bench in Felixstowe Cemetery for a 10 year period.

1. The fee covers a period of ten years, during which time you will have the Exclusive Right of the memorial in the agreed location. The fee also covers any necessary maintenance of the memorial by the Town Council. Note that if a rose bush should perish at any time during the term dedication it will be replaced by the Council at no cost.
2. The position of the plaque/bench cannot be changed from that original agreed location. Any inscription placed on the plaque must be approved by the Council which reserves the right to refuse an application if considered to be unsuitable.
3. Felixstowe Town Council will notify you when the bench has been installed, whilst we will endeavour to site the bench near to a spot of your choosing we reserve the right to select the exact site according to our operational needs.
4. At the end of 10 year period the applicant will usually be offered the opportunity to renew the term for a further five years. Should you not wish to renew, the right of display will cease and the Council will remove the plaque which should be collected within 90 days, after which time the Council will have the automatic right of disposal.
5. For dedications within the Memorial Garden: Although some discretion may be exercised to allow floral tributes at particular times of the year; such as Mother's day, Christmas and Easter, no other features, materials, planting or decoration is permitted. Any additions of this nature will be removed by site staff.
6. It is the responsibility of the application to advise the Town Council of any changes to their contact details in order to keep files as up to date as possible.

Declaration:

I would like the wording shown overleaf to be displayed on the Memorial Garden Plaque and accept the terms and conditions of this application

SIGNATURE: DATE:.....

Office Use

Date received.....

Fee required.....

Invoice no.....

Lease start.....Renewal/expiry.....