



Town of Candia, Cemetery Trustees  
MEMORIAL APPLICATION FORM

CEMETERY \_\_\_\_\_ SECTION \_\_\_\_\_ LOT \_\_\_\_\_ GRAVE(S) \_\_\_\_\_

FULL NAME OF GRAVE OWNER/APPLICANT: \_\_\_\_\_

NAME ON DEED: \_\_\_\_\_ COPY OF DEED INCLUDED? Yes  No

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

I, being the legal owner of the EXCLUSIVE RIGHT of BURIAL for the above grave or the heir, and being aware of the regulations and restrictions in force, ask permission for the memorial works described below to be carried out. I hereby indemnify the Town of Candia in respect of any claims or demands that may be made at any time in connection with, or arising out of any such works being undertaken. I understand that the maintenance and safety of the memorial is my responsibility. I confirm that no unauthorized items will be placed on the grave.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Grave owner/Applicant signature

MEMORIAL COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

NEW MEMORIAL  ADDITIONAL INSCRIPTION  RE-INSTALLATION

I confirm that all memorial works shall be carried out in accordance with Town of Candia, Cemetery Rules and Regulations which may be changed from time to time that was given at the time when the Lot was purchased and can be found on the Candia's Town Website. A signed Certificate of Compliance will be issued to the grave owner once the Trustees have accepted the Memorial in question.

Signature on behalf of company \_\_\_\_\_

<b><u>Inscription</u></b>	<b><u>Sketch</u></b> (Or attach the memorial company's print out to this sheet.)
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HEADSTONE: Width: \_\_\_\_\_ Thickness: \_\_\_\_\_ Height: \_\_\_\_\_

HEADSTONE BASE: Width: \_\_\_\_\_ Thickness: \_\_\_\_\_ Depth: \_\_\_\_\_

FOUNDATION: Width: \_\_\_\_\_ Thickness: \_\_\_\_\_ Depth: \_\_\_\_\_

BEARER SLAB Width: \_\_\_\_\_ Thickness: \_\_\_\_\_ Depth: \_\_\_\_\_

Approved  Not Approved\* \_\_\_\_\_

Signature of Trustee or Sexton: \_\_\_\_\_ Date: \_\_\_\_\_

Earliest Installation Date: \_\_\_\_\_

\*If your application does not get approved and you feel you would like to discuss with the Trustees, please send a letter in writing to the Candia Cemetery Trustees and we can schedule you in at our next meeting.



Town of Candia, Cemetery Trustees  
INFORMATION CONCERNING MEMORIALS

**Introduction**

The importance of a memorial as a means of commemorating the life of a loved one, acting as a focus for grief in years to come as an historical record is recognized widely.

We would therefore like to allow the bereaved to have as wide a choice of memorials as possible. It is for this reason that you need to be aware of the range of designs available while making your choice.

Your appointed memorial mason will advise you of the choice of memorials available relative to the cemetery section in which the grave has been purchased as the memorial will need to be within this Town's regulatory dimensions.

It is important that you are aware that by placing a memorial in the cemetery you are accepting a number of responsibilities. We have therefore listed some of the services we provide along with the responsibilities you will be accepting.

Memorials must be of natural quarried stone only. Vases must be concrete or stone only.

Your appointed memorial mason is required to provide you with a workmanship guarantee of a minimum period of 15 years.

You and your appointed memorial mason shall submit the attached application form. We will check this application form before issuing the permit to install.

Memorials are not installed before the minimum installation date to ensure adequate ground settlement to provide as much stability as possible.

It is your appointed memorial masons responsibility to ensure the memorial is placed on the correct grave and to the required standards and that the ground is reinstated satisfactorily.

We will inspect and test the memorial after 8 weeks to ensure it has been installed to the required standards. We will liaise with the memorial mason in the event of there being any problems.

**Memorial Responsibility**

The memorial is the sole responsibility of the grave owner and does not become the property of the Cemetery. The Cemetery Trustees therefore accepts no responsibility or liability for any vandalism caused to any memorial.

It is your responsibility to ensure that the memorial is maintained in a safe condition and does not pose a hazard to the visiting public or cemetery staff. In the unfortunate event of a memorial being found to be unsafe at any time, the Cemetery Trustees reserves the right to immediately make it safe or remove it at your expense.

Should your memorial require any maintenance or cleaning we advise you discuss this with a memorial mason.

I must stress these items are not intended to worry you in any way but are required for the benefit of all who visit the cemetery.

You may wish to consider taking out insurance coverage for your memorial where applicable. Your appointed memorial mason should be able to provide advice regarding this.

**Cemetery Maintenance**

It is the aim of the Cemetery Trustees to provide the highest possible standards of cemetery maintenance within the finances available. Should you have any questions or concerns regarding any aspect of these functions, they can be addressed to the Cemetery Trustees during a normal Trustees meeting.

Please be aware that grass cuttings or leaves may blow onto memorials during mowing operations. Every effort will be made to minimize this problem and we apologize for any inconvenience it may cause you.

We realize that what pleases one can offend another and in an effort to preserve the dignity and appearance of the cemeteries, there are specific regulations in place of which you are advised to make yourself aware of.

You can view the cemetery regulations by obtaining the Cemetery Rules and Regulations from one of the Cemetery Trustees.

**Christmas Wreaths**

If you wish to place a live Christmas wreath on the grave of a loved one, please feel welcome to do so. If left for a long time they can deteriorate and become unsightly. It is for this reason that we remove all wreaths immediately following 31 January, or as soon thereafter we can enter the cemetery without causing damage.

**Change of Address**

Please advise the cemetery office of any change of address so that we can update our cemetery records. This is very important should there be a need for future correspondence. Candia Cemetery Trustees.