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## Application to lease a Sanctum 12

I apply to lease a Sanctum 12 Memorial vault in memory of:

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The Sanctum 12 is a stand-alone columbaria consisting of 12 vaults produced in polished grey granite. The tablet cover is blue pearl inscribed with silver engraving

Each vault is large enough to securely accept two caskets of cremated remains. The inscription can be personalised with a design, photo plaque and flower vase at an additional cost (please advise the Bereavement Services Team at the time of purchase if any of these are required).

Please complete a separate Inscription form with your choice of Inscription:

I apply for the lease to be purchased for 10, 20 or 40 years at an agreed cost of;

10-year lease

20-year lease

40-year lease

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### Terms & Conditions

These conditions are in place not to restrict the choice of individuals, but to ensure the Council maintains control of the appearance and standards within the Cemetery grounds and to ensure every lease holder is treated in a fair and equal manner.

- No unauthorised plaques, flower containers, memorabilia, Items of personalisation to be placed upon the vault or within the garden areas.
- Any Items placed upon the vault will be moved and disposed of without prior notice.
- The Council cannot accept liability for loss of, or damage to, any memorial, floral tribute or other article, which may be fixed or placed within the vault garden area.
- The Council will notify the leaseholder of any maintenance work needed to maintain the vault and will include the cost of the maintenance.
- Small floral tributes **may only** be placed in the flower container fixed to the Memorial Tablet purchased at the time of inscription (if a flower container is required please notify the Bereavement Services Team at the time of application) an additional fee will apply for the flower container.
- At the end of the lease period a renewal notice will be sent to the last registered address of the leaseholder who may renew the lease on payment of a renewal fee. It is important to notify the Cemetery and Crematorium Office of any change of address.
- The first opening of the vault and up to 80 letters of inscription is included in the initial lease purchase price.

- An additional Interment fee will be charged at the time of any further Interment.

I agree and accept the terms and conditions (overleaf) for the lease of a Sanctum 12 Memorial Vault

SIGNED: .....

DATE: .....

FULL NAME (print) .....

ADDRESS: .....

POSTCODE: .....

TELEPHONE NO: .....

E-MAIL: .....

(A proof of the inscription will be sent to this e-mail address for approval prior to ordering the tablet)

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***THIS SECTION IS FOR OFFICE COMPLETION ONLY:***

LOCATION NUMBER : .....  
*(AS SELECTED ON PLAN)*

DATE OF PURCHASE: .....

LEASE START DATE: .....

DECEASED NAME: .....

CREMATION NUMBER: .....  
*(if applicable)*

RECEIPT NUMBER: .....

TRANSACTION: .....  
*(card or cash)*

TOTAL FEE PAID: £.....

FEE BREAKDOWN: £.....

TERM OF LEASE: 10 year lease  20 Year lease  40 Year lease

GRANT NUMBER: .....

*PROCESSED BY:* .....

*DATE PROCESSED:* .....

