

*This form may also be used to make arrangements for the burial or scattering of ashes.*

If you have access to our website [www.woodlandburial.org.uk](http://www.woodlandburial.org.uk) you may find it simpler to complete your request online.

Postal requests should be sent to Yealmpton Woodland Burial Association, Community Centre, Yealmpton, PL8 2HF. If you have any queries, please telephone 07739 806898.

**REQUEST MADE BY** *This form can be used by relatives or by a Funeral Director*

If you are a Funeral Director, give your business name:			
<b>OR</b> If you are a Relative, your relationship to the deceased?			
Title:	Forename(s)	Surname:	
Address:			
Town/City:			
County:		Postcode:	
Phone:		Mobile Phone:	
Email:			

**Details of DECEASED and requested ARRANGEMENTS**

Please give the following details of the deceased person. *The address should be their last residential address, e.g. not a short-term hospital address.*

Title:	Forename(s)	Surname:	
Address:			
Town/City:			
County:		Postcode:	
Sex:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Date of death:	/ / day/month/year	Age:	years (give weeks if under 1)
Type of interment:	Burial <input type="checkbox"/>	Burial of ashes <input type="checkbox"/>	Scattering of ashes <input type="checkbox"/> <i>Please tick one box</i>
Proposed date:	/ / day/month/year	Proposed Time:	: hour:minute
Is the deceased an existing Member? No <input type="checkbox"/> Yes <input type="checkbox"/>			
<i>Complete this shaded section only if the deceased has already paid for burial rights and is an <b>existing member</b> of the Association</i>			
Membership certificate number: <input type="text"/> <i>If you do not know, please call us.</i>			
If the membership does not include a memorial tree (see certificate), do you want to add one for an additional fee of £50? Which variety you would like? _____			
<i>Only approved varieties are permitted. Please see the list online or telephone us for the options.</i>			
Grave digger:		Grave digger's phone No:	
<i>If you leave blank, we will arrange for a local grave digger to contact you. You, or your Funeral Director, must pay him directly. If you prefer to make your own arrangements, please give us your grave-digger's name and phone number so we can liaise and advise the allocated location.</i>			
Minister:		Minister's phone No:	
<i>If applicable. We serve both religious and secular burials.</i>			
Burial in reserved plot alongside:			
<i>If applicable, give full name of previously interred person.</i>			
Do you want to reserve adjacent plots for other family members? Yes <input type="checkbox"/> No <input type="checkbox"/>			
<i>If yes, you will need to apply for additional Memberships within 4 weeks.</i>			
<b>Memorials</b>			
<i>We do not permit the erection of headstones but encourage families to place an engraved slate plaque at the head of the grave or adjacent to memorial trees. These are not included in our charges and you will need to pay the supplier directly. Please see our guidelines.</i>			

**Complete this shaded section only if the deceased is NOT an existing member of the Association**

**A fee is payable as follow:**

- Burial, or burial of ashes in marked grave, with Memorial Tree at head of grave plot £700.00
- Burial of ashes with Memorial Tree added to uncharted woodland area £300.00
- Scattering of ashes with Memorial Tree added to uncharted woodland area £200.00

*Please tick one box*

Which variety of memorial tree you would like? \_\_\_\_\_

*Only approved varieties are permitted. Please see the list online or telephone us for the options.*

**Next-of-Kin or nominated REPRESENTATIVE**

You may nominate someone to represent the deceased and they will be able to vote on

matters regarding the Association.

*You may leave this section blank if you prefer.*

Relationship to Deceased:			
Title:	Forename(s)	Surname:	
Address:			
Town/City:			
County:		Postcode:	
Phone:		Mobile Phone:	
Email:			

Please confirm that you accept our Membership Rules and consent to us holding the personal data you have given above about yourself and the Deceased. We prefer to send you future communications by email. If you prefer post, please tick.

**Signature:** (of person making this request) \_\_\_\_\_

If a Representative has been nominated above, he/she MUST consent to us holding their personal data and to their acceptance of our Membership Rules. We prefer to send you future communications by email. If you prefer post, please tick.

**Signature:** (of Representative) \_\_\_\_\_

If the deceased is not an existing member or you have requested a memorial tree not previously paid for, enclose a cheque, payable to 'Yealmpton Woodland Burial Association' for the appropriate subscription.

*If you would prefer to pay by bank transfer, please telephone us for details. For security reasons we do not publish these details.*

In the case of a **burial**, we will need to:

1. Receive the Certificate for Burial or Cremation (Green Form) issued by the Registrar. **Please post this to us now.** *We will retain this and notify the Registrar when burial has taken place.*
2. Allocate a grave plot and notify the grave digger of its location.

In the case of a **burial of ashes**, we will need to:

1. Receive a copy of the Certificate of Cremation issued by the crematorium. **Please post this to us now.** *We will retain this for our records.*
2. Allocate a grave plot and notify the grave digger of its location.

In the case of a scattering of ashes, we will need to:

1. Receive a copy of the Certificate of Cremation issued by the crematorium. **Please post this to us now.** *We will retain this for our records.*
2. Confirm the area within the burial ground where the ashes may be scattered.

In all cases we will also need to confirm that the requested date and time does not conflict with any prior arrangements. To avoid delay, **please phone us now.**

*After the interment, we will send you a Certificate of Interment.*

- 1 Members do not acquire any deed, rights of ownership nor title in respect of any plot. A particular plot may only be reserved by a member who has a relative buried in an adjoining plot. Membership entitles the member to be buried, have their ashes buried or scattered (as shown on their Membership Certificate) and such entitlement may be assigned to another person provided formal notice is given to the Association. Membership subscriptions do not include the cost of grave digging or any funeral costs.
- 2 Members or, if membership is purchased post-mortem, legal representatives of a deceased member may nominate one Personal Representative who has attained legal majority age and such Representative may vote at General Meetings in lieu of the member. Members or Representatives will notify the Secretary of any change of address or change in Personal Representative and the Association shall send notices of Annual General Meetings to the Member or, if the member is deceased, to the Representative at that address.
- 3 Personal information of Members and their Representatives may be held solely for the administration of the Association and for statutory purposes.
- 4 The Association will maintain the burial site for a period of 50 years from the date of joining of its last member or until the site is full and/or has been transferred to another appropriate organisation whichever shall be the earlier.
- 5 Members may only use fully biodegradable materials in respect of any burial or the preparation of human remains for burial and specifically may not use plastics. Embalming fluids or similar chemicals harmful to the environment are permitted but we ask Funeral Directors to minimise their use. Metal or non-biodegradable prostheses are an accepted exception to this general rule.
- 6 Human remains may be buried in any suitable receptacle, coffin or urn, or wrapped in a shroud or binding material subject always to Rule 5 above. In the case of any dispute about the method of burial the decision of the Directors shall be binding.
- 7 Members are not obliged to use Funeral Directors and may personally arrange funerals including the digging and refilling of the burial plot. In such cases Members will ensure that the plot is properly prepared and that human remains or the lid of any coffin used will be at least 24 inches (610mm) below the surface of the surrounding area. Members will also be responsible for subsequent back filling necessary when soil shrinkage or settlement occurs. In the event that the plot is not properly restored after burial Members agree to pay an appropriate amount in restitution not greater than the then current cost of grave digging.
- 8 Members may not place any memorial, plaque, stone or any other artefact within the curtilage of the Burial Site except a slate plaque conforming to the approved specification published by the Association which shall be placed within the area of a grave or within an area of a square metre above a burial of ashes.
- 9 Cut flowers (but not artificial flowers) are permitted provided they are not contained in plastic wrapping or other non-biodegradable material. Floral tributes constructed on plastic frames may be placed on a grave on the day of burial but must be removed within 14 days.
- 10 Only trees of a variety approved and supplied by the Association and wildflowers from the approved list may be planted on the site.
- 11 Members may participate in the planting of trees, wild flowers and/or shrubs in accordance with a location date and time set by the Directors.
- 12 Anything planted may be lifted, pruned, moved, coppiced or thinned consistent with prudent management of a sustainable woodland area.
- 13 Members may visit the Burial Site at any time but agree not to bring animals onto the site or engage in any activity which is not consistent with the objectives of the association or which may affect the peaceful contemplation of other Members.