



HERTFORD TOWN COUNCIL

HERTFORD CEMETERY – North Road, Hertford
THE PUBLIC HEALTH (INTERMENTS) ACT 1876

Date Received	_____
Grave Number	_____
Burial Number	_____
Invoice Number	_____
Amount	_____
Receipt Number	_____
Exclusive Right	_____

NOTICE OF INTERMENT

This notice must be fully completed, signed, and delivered at least **THREE CLEAR WORKING DAYS** before any interment. Applications can be made for interments between 10am and 3pm Monday to Thursday and 10am to 2pm on Fridays (Except December and January 10am to 2pm Monday to Friday). This form should be signed and returned to Hertford Town Council, The Castle, Hertford, SG14 1HR or by email to cemeteryadmin@hertford.gov.uk. Payment should be made prior to the interment date.

INTERMENT SERVICE

Full Burial <input type="checkbox"/>		Burial of Cremated Remains <input type="checkbox"/>	Tablet <input type="checkbox"/> Book <input type="checkbox"/> Headstone <input type="checkbox"/>
Date of Burial:	Time:	Grave Number:	New/Reopened:
Celebrant/Minister:	Family to partially fill grave?	Pre-purchased Plot?	Consecrated/ Unconsecrated

DECEASED DETAILS

Surname of the deceased:	Forename(s) of the deceased:
Address of the deceased:	Title of deceased: Mr/Mrs/Miss/Ms/Dr/Other___
	Religion:
Address at which the death occurred:	Date of death (day/month/year):
Age of person to be buried and date of birth (d/m/yr):	Profession, trade, etc. of the person to be buried:

APPLICANT DETAILS

Surname:	Forename(s):
Address:	Title: Mr/Mrs/Miss/Ms/Dr/Other:
Relationship to the deceased:	Phone number:
Email address:	

COFFIN / CASKET DETAILS

Proposed depth of grave: Single/Double/Triple/Ashes/Re-open	
Size of coffin or ashes casket:	
What material is coffin or casket made of?	

NEW GRAVES (PURCHASE OF EXCLUSIVE RIGHT TO BURIAL)

Name, address and relationship to the deceased of the person to whom Grant of Exclusive Right of Burial is to be made out to if this is NOT the Applicant for Burial detailed overleaf	Name: Address: Email (or phone): Relationship:
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RE-OPENED GRAVES (AND PRE-PURCHASED)

Where graves are to be re-opened it is important that the Certificate of Exclusive Right accompanies the application form. Where such a Certificate is <u>not</u> available the following information must be given:	
Date of original purchase or first interment in the grave, and name of person there buried:	
Name and address of present owner of the Grant of Exclusive Right to Burial:	
If the last interment was not within the last twelve months, a search fee should be included	
Have arrangements been made for the current memorial to be removed? (re-opens only)	

INTERMENT OF CREMATED ASHES

In the case of the interment or disposal of cremated ashes, complete the particulars required on the previous page-and the remaining information must be completed from the Cremation Authority Certificate	
Name and address of Cremation Authority:	Date and number of Certificate:
Date of Cremation:	Interment of urn/ashes casket or scattering (loose)?

FUNERAL DIRECTOR

Name of Funeral Director:	Address of Funeral Director:
Telephone Number:	
Email Address:	

Signature of Applicant.....

Date.....

The particulars of the deceased become part of public record. The personal information provided by the applicant is processed in accordance with GDPR principles and only used for carrying out cemetery administration. Please see our website for further information on our GDPR policy

<https://www.hertford.gov.uk/privacy-policy/>.