



Oulton Burial Ground – Arranging a Burial

*This form consists of 4 sections. Please complete Section **A, B** and then **either C or D***

Section A – Funeral Information

- Full name of Deceased

- Date of Death

- Age at Date of Death

- Residence at Date of Death

- Date and time of interment at Oulton Burial Ground

- Date, time and location of funeral service (if there is a service preceding the burial)

- Number of mourners expected

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- Coffin size – (External measurements) Length/Width at Shoulder/Depth

- Coffin Shape: Traditional/Rounded/Other

- Funeral Director Information

Section B:

Application to Open or Re-Open a Grave at Oulton Burial Ground

- Full name of applicant

- Address of applicant

- Contact telephone number

- Email

Is this the first or second interment in the grave? 1st/2nd

Is there a memorial on the grave? Yes/No

If yes, we will arrange for the memorial to be removed

Is the applicant the named person on the Exclusive Rights of Burial?

Yes – Please complete Section **C**

No – Please complete Section **D**

Unsure – Please contact Ivan Fisher Independent Funeral Home for further advice

The logo for Historic Norfolk Oulton Burial Ground. It features a large, stylized blue letter 'N' on the left. To the right of the 'N', the words 'HISTORIC' and 'NORFOLK' are stacked vertically in a dark blue, serif, all-caps font. Below 'NORFOLK', the words 'Oulton Burial Ground' are written in a lighter blue, sans-serif font.

Section C

To be completed when the person named on the Exclusive Rights of Burial is able to provide their consent to open the grave.

You need to complete this section if you are the named person on the Title Deed to the grave and wish to arrange for an interment to take place in that grave.

- I, _____ hereby authorise that grave number _____ in Oulton Burial Ground is to be opened for the interment of _____, the deceased person named on Section A of this order.
- I certify that the above particulars are correct and hereby undertake to indemnify Oulton Burial Ground against any claim whatsoever relating to the grave, its ownership or the Exclusive Rights of Burial therein.
- I also understand that any memorial will need to be approved by Oulton Burial Ground in accordance with their rules and regulations.
- I have attached the Title Deed confirming that I am the named owner of the Exclusive Rights of Burial to the above grave.

Signed _____

Date _____

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If a copy of the title deed is not available, please complete the following:

- I, _____ being the registered owner of the grant of Exclusive Right of Burial for the above grave space and not having produced any documentary proof of ownership, take full responsibility for the opening/re-opening of the grave and the interment of the deceased person named in this order. I hereby indemnify Oulton Burial Ground and its associates against all liability.

Signed _____

Date _____

The logo for Historic Norfolk Oulton Burial Ground. It features a stylized blue 'N' to the left of the text 'HISTORIC NORFOLK' in a serif font, with 'Oulton Burial Ground' in a blue serif font below it.

Section D

To be completed when the person named on the Exclusive Rights of Burial is unable to give their consent to open a grave.

You need to complete this section when you are arranging the burial of the person who purchased the grave. We need to establish that you have the authority to instruct us to open the grave.

I hereby certify that the details noted in Sections A and B of this order are correct and I have received a copy of the Rules & Regulations of Oulton Burial Ground and I will comply with them.

I understand that routine maintenance on all graves will be carried out by Oulton Burial Ground. Funeral flowers will be removed from graves automatically after 3 weeks after a funeral. In the event that they fade prior to this, they may be removed sooner.

Declaration:

I, _____ of

Do solemnly and sincerely declare:

1. That the Deed of Exclusive Right of Burial in the grave was granted to _____ (current owner of the Exclusive Right of Burial) who died on the _____

Complete the applicable section:

- Leaving a Will and Testament dated _____ which was not revoked, in which I/we were appointed as Executor(s).
- Leaving a Will and Testament dated _____ which did not appoint Executors/appointed Executors who have not taken up or who are incapable of taking up the appointment.

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- Not having left a valid Will and Testament.
- I have been granted probate of the said
_____’s (name of deceased) estate.
- I have had ownership of the Right of Burial transferred to me following the
administration of the said
_____’s (name of deceased)
estate and now produce the transfer deed.

2. The said _____ (name of deceased) left an estate
of insufficient value for which it was required to apply for probate and I am the
_____ (relationship to deceased) and next-of-kin
and therefore would be entitled to such grant of probate had it been necessary.

3. To the best of my knowledge and belief the Deed relating to the Exclusive
Right of Burial has not been sold or transferred to any other person.

4. I declare _____ to be the new
rightful owner of the Exclusive Right of Burial. (This will either be the applicant’s
name or the named beneficiaries in the deceased’s Last Will and Testament if
this form is being completed by an executor who is not a named beneficiary).

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I hereby indemnify Oulton Burial Ground (also known as NHBT Trading Company Limited) and Ivan Fisher Independent Funeral Homes Ltd against any claim whatsoever relating to the grave, its ownership, or the Exclusive Right of Burial therein. I make this declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1935.

Signature of declarant

Declared at

In the County of _____ this _____ day of
_____ 20____

Before me

Signature

Solicitor/Commissioner of Oaths)

Address _____

