

# THE DIOCESE OF LEICESTER

## CHURCHYARD REGULATIONS

Application to introduce a memorial into a Churchyard  
or to add an inscription to an existing memorial

NAME OF CHURCHYARD: .....

The Chancellor of the Diocese, under her Churchyard Regulations, has delegated to Incumbents authority to permit, in writing but without a faculty, the introduction of memorials into churchyards so long as they comply with certain specifications in the Churchyard Regulations (which have been circulated to Incumbents and Memorial Masons and can be provided upon request from [registry@stoneking.co.uk](mailto:registry@stoneking.co.uk)) and any applicable parish churchyard regulations. **Applications for memorials not complying with these specifications must be made on a different form to this – a faculty petition - obtainable from the Diocesan website or the Diocesan Registrar.**

### APPLICANT

|                   |  |               |  |
|-------------------|--|---------------|--|
| Name:             |  |               |  |
| Address           |  |               |  |
| Telephone number: |  | Email Address |  |

### THE DECEASED:

|                               |  |
|-------------------------------|--|
| Full Name(s)                  |  |
| Date of Death                 |  |
| Relationship to the Applicant |  |

### MEMORIAL MASON / FUNERAL DIRECTOR

|                   |  |               |  |
|-------------------|--|---------------|--|
| Name:             |  |               |  |
| Address           |  |               |  |
| Telephone number: |  | Order Number: |  |

### MEMORIAL (if applicable)

|                                      |  |                |  |
|--------------------------------------|--|----------------|--|
| Material                             |  | Size           |  |
| Colour                               |  | Surface finish |  |
| Details of carving and/or decoration |  |                |  |
| Details of vase                      |  |                |  |
| Other information:                   |  |                |  |
| Proposed wording:                    |  |                |  |
| Style of lettering:                  |  |                |  |
| Colour of lettering:                 |  |                |  |

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## ADDITIONAL INSCRIPTION (if applicable)

|                      |  |
|----------------------|--|
| Proposed wording:    |  |
| Style of lettering:  |  |
| Colour of lettering: |  |

## DRAWING OF PROPOSED MEMORIAL OR EXISTING MEMORIAL WITH NEW INSCRIPTION:

1. I apply to the incumbent for permission to introduce, the memorial described above, and I undertake that, if permission is granted by the incumbent, the memorial will be erected in exact conformity with that description.
2. I undertake to pay the statutory fee of £150 (£31 if additional inscription on existing monument).
3. I further undertake to indemnify the Incumbent against all costs and expenses to which he may be put in respect of any deviation from this undertaking
4. I do not object to the memorial mason's name being incised upon the memorial (provided such an incision meets the requirements of the Churchyard Regulations)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Applicant**

We undertake to abide by the above

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Memorial Mason**

## TO BE COMPLETED BY THE INCUMBENT

The incumbent authorises the introduction into the churchyard of the memorial described above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Incumbent**

**Please retain a copy of this form and any supporting documents for the PCC records.**