



THE DIOCESE OF LEICESTER

**PETITION FOR A FACULTY TO INTRODUCE
A MEMORIAL IN A CHURCHYARD or
AN ADDITIONAL INSCRIPTION TO AN EXISTING MEMORIAL**

PLEASE USE CAPITAL LETTERS

To the Consistory Court of the Diocese of Leicester

Parish of

Church of

Petitioners:

FULL NAME	RESIDENTIAL ADDRESS (including postcode)	OFFICE HELD (if applicable, e.g. Churchwarden)

Please indicate here which of the above should be regarded as the contact address. A telephone number and email address should also be provided where possible.

If the minister and churchwardens are not the petitioners, please provide an explanation here (including details of the interest which it is said that a person who is not the minister or a churchwarden has in the matter).



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Please complete 1-3 below, deleting the parts in square brackets that are not applicable.

We petition as follows:

1. The Petitioners seek a Faculty authorising the introduction to the churchyard of [a memorial] [the additional inscription to an existing memorial] as described in the Schedule.
2. The following are sent with this Petition:
 - a. details, including any relevant photographs and/or drawings, of the proposed [memorial] [inscription];
 - b. details, including any relevant photographs of [the existing memorial and] the churchyard and the memorials that it contains and any relevant features of such memorials (e.g. similar features/inscriptions to that proposed);
 - c. a plan of the churchyard showing the location of the [existing] [proposed memorial];
 - d. an explanation in the form of a statement or letter setting out the need for the proposed [memorial] [inscription], together with any further information that the Petitioners wish to be considered.
3. The Parochial Church Council at its meeting on _____ passed [unanimously] [without dissent] [by a majority of [] to [] among those present and voting] a resolution relating to the [introduction to the churchyard of [the memorial] [the additional inscription to an existing memorial]]. A certified copy of such resolution signed by the [Chair] [Secretary] is attached to this Petition. There are [] members of the Council.

The Statements in this Petition are true to the best of the knowledge and belief of each one of us.

Dated:

Signed:
.....
.....

(Signature of each Petitioner)



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SCHEDULE:

DESCRIPTION OF PROPOSED MEMORIAL/INSCRIPTION



GUIDANCES NOTES

1. Please complete page 1 and the Schedule.
2. Please delete those parts of paragraphs 1 and 2 on page 2 which do not apply.
3. Please complete the PCC resolution details in paragraph 3 on page 2, deleting those parts which do not apply.
4. Please date the Petition at page 2.
5. Each Petitioner whose details appear on page 1 must sign the Petition on page 2.
6. The following must be sent with the Petition:
 - a. details of the memorial/inscription;
 - b. details of the churchyard and the memorials that it contains and any relevant features of such memorials;
 - c. a plan of the churchyard showing the location of the existing memorial/proposed memorial (as appropriate);
 - d. any relevant photographs;
 - e. a letter or statement setting out the need for the proposed memorial/inscription described in the Schedule, together with any further information that the Petitioners wish to be considered;
 - f. a certified copy of the PCC resolution referred to at paragraph 4 on page 2, signed by either the Chair or Secretary; and
 - g. cheque in payment of the statutory petition fee, currently £327.40, payable to 'Stone King LLP'.
7. The Petition and its enclosures should be sent directly to the Diocesan Registrar, Lee Coley: c/o Stone King, Boundary House, 91 Charterhouse Street, London EC1M 6HR
8. A copy of the Petition and its accompanying documents may be scanned and sent to registry@stoneking.co.uk with the hardcopy petition and supporting documents following in the post to the address given in 6 above.
9. It is possible to pay the statutory petition fee by bank transfer. Please email registry@stoneking.co.uk to request details.