

Payment Options

By post - You can post this completed application form to the relevant office with a cheque. Please also enclose a stamped, self-addressed envelope for return of receipt.

In person - You can call in to the office during opening hours where payment can be accepted as credit or debit card or cheque.

Payment in cash cannot be accepted.

Cheques should be made payable to; -

BIRMINGHAM CITY COUNCIL

The Cemetery/Crematorium contact details are as follows :

If a receipt is required,
please remember to
enclose a stamped
addressed envelope.

Value enclosed: £

Name of Applicant

Applicant's Address

Post Code Tel No E-Mail

NB. This Memorial is leased for 10 years from application.

Signature.....

By signing above you also agree to the "points to note" within this application form.
Applications will not be accepted unsigned.

DATA PROTECTION ACT 1998

The information provided on this form will be held on file notified under the Data Protection Act 1998. The information will be used for the management of memorial leases and will not be divulged to anyone outside Birmingham City Council.

FOR OFFICE USE ONLY

Register No Received Receipt No

Order Placed Date Positioned Letter sent



Application Form Barbican Plaque



Barbican Plaque

Prices are normally reviewed annually but are subject to change at any time. You should check that the price is correct before completing the application.

Important points to note prior to application.

Located in the new memorial garden at Yardley Crematorium these attractive blue pearl granite plaques are available with an engraved inscription in silver lettering and a motif of your choice. You can select from a wide range of designs. The memorial is offered on a 10 year lease and should you choose not to renew your dedication at the end of the lease period, you may collect the plaque and we will reallocate the space.

A sample of designs is included however we offer a wider selection at the crematorium office. Please feel free to call or visit the office for more information.

Points to note

Personal names/ pet names / terms of affection are permitted only if approved by Crematorium staff.

The City Council cannot be held responsible for any damage whether accidental or wilful that may occur to the plaque or the Wall whilst in the cemetery grounds.

No items such as vases, trinkets, balloons etc may be placed by or attached to the barbican and the City Council reserves the right to remove any unauthorised items without prior notice.

The plaque will be produced exactly as you have written on the page opposite. Check your spelling and punctuation. Mistakes cannot be rectified without incurring additional charges.

You may wish to visit the crematorium to view the memorials in situ before placing your order.

The City Council reserves the right to refuse any inscription that is deemed to be unacceptable for display in a public place.

You may detach this page and keep it for your records.

Memorial Scheme Application Form Barbican Plaque

INSCRIPTION — Please complete the inscription in the table below showing spaces and punctuation as you wish it to appear on the plaque. Please complete clearly and using BLOCK CAPITALS.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
LINE 1	M	O	T	I	F																		
LINE 2																							
LINE 3																							
LINE 4																							
LINE 5																							
LINE 6																							

In order to ensure that an inscription will fit onto the Barbican Plaque, please note the following information:-

- ◆ The name uses a larger typeface than the remainder of the inscription therefore it may not exceed more than 12 letters and/or spaces per line. The name lines should be kept to the top two lines if possible.
 - ◆ Blacked out boxes indicate drill holes. Please do not use.
 - ◆ If a third line is required for a name, then line 6 may not be used.
 - ◆ The lower lines (No. 3 to 6). Use these lines to personalise your plaque in memory of your loved ones.
 - ◆ A space counts as a letter or number. All text will be centred on the tablet.
- We are unable to accept responsibility for an incorrect inscription due to illegible or ambiguous writing.**

Once order has been accepted, please allow up to 6-10 weeks for completion and for the plaque to be placed. Please ask Crematorium Staff who will be only too pleased to help if you require clarification or assistance in completing this order form. We may need to contact you if specified motifs are not available. Please note colour and style of background Unit will differ slightly to literature provided.

Motif

Please state which motif design you would like _____