

Bramcote Bereavement Services

Tel: 0115 917 3849 E-mail: bramcotecrem@broxtowe.gov.uk

Cremation No.

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INSTRUCTION FORM - NEW / AMENDED (Please delete as appropriate)

This form to be forwarded to the Crematorium Office within 2 working days of the provisional booking. All forms must be received no later than 10am two working days before the funeral date (excluding weekends and bank holidays), forms received after this may be subject to a late fee. The cancellation of a booking can only be accepted in writing (email is acceptable).

Chapel required Serenity 120 Seated
50 Standing Reflection 48 Seated
20 Standing

Day: Date: Time:

Full name of deceased: (Mr, Mrs, Miss, or Ms)

Home address:

..... Postcode:

Age (last birthday): Occupation: *Current or previous occupation **must** be stated.*

Marital status:

(whether married, civil partner, widow, widower, surviving civil partner, neither married nor in a civil partnership. A civil partnership is a legalised same sex marriage)

Type of service Full Extended Committal Memorial
Unattended Direct Attended Direct Sunrise Service Hospital
9am Serenity

Person taking the service: Denomination:

Coffin plate will read:

Chapel list and flower card to read:

*Only complete this section if the coffin plate, flower card or chapel list are to read different to the submitted full name of the deceased.
Abbreviated or 'nick' names are permitted.*

Can the service details be published? YES NO

Any additional requirements:

Freedom of Information Act 2000

Please note that under the Freedom of Information Act 2000 information relating to funeral arrangements may be disclosed to third parties.

Funeral Directors Declaration

I certify that only natural materials have been used for the coffin and clothing of the above named deceased and any man-made materials contained therein are necessary only for the essential construction of the coffin or the respectful clothing of the deceased. I confirm that there is no glass contained within the coffin and understand that the Crematorium will seek to recover the costs of any damage caused from prohibited items.

Maximum coffin size is Length 88" Width 41" (including handles) Height 27", coffin is fully sealed and fit for purpose. I can confirm, as far as can reasonably be ascertained by careful external examination, that the body of the deceased does not contain a pacemaker, implanted cardioverter defibrillator (ICD), Implanted pulse generator or similar device or Intramedullary Fixon Nailing or Baclofen Pump (intrathecal system of delivering medicines).

Signed:

Print Name:

Name (and Branch) of Funeral Directors:

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Memorial Service (No cremation). Applicants signature is still required below.

Scattered in the grounds (section 1 to 24 only) of the Crematorium **without relatives present**, in a location chosen by the Crematorium staff

Scattered in the grounds of the Crematorium **without relatives present**, in the same location as:
Name:..... Relation: Month/Ref:
Name:..... Relation: Month/Ref:

Scattered in the grounds of the Crematorium **with relatives present**. Applicant to contact crematorium within one month of funeral date.
Date: Time:
Location:
or same location as:
Name:..... Relation: Month/Ref:
Name:..... Relation: Month/Ref:

Held at the Crematorium for 1 Month fee of Charge (Thereafter, a fee is applicable, a new instruction will be required). **If no contact after 2 years, the ashes will be scattered in the Crematorium Grounds.**

Collected by: (Ashes can be collected 48 hours after the cremation)
Names:.....
Address:.....
..... Tel No:
(N.B. Unless the above is completed, the remains will only be released to the applicant. Proof of identification will be required upon collection.)

Please state final disposal if known:

Other:

Floral tributes: Used by Crematorium To be removed by: Funeral Director by Family

Any electrical items brought to the Crematorium, using the Crematorium power supply, must have an individual certificate of PAT testing made available to the office beforehand.

The Bramcote Crematorium is committed to the Guiding Principles of Cremation of the Institute of Cemetery and Crematorium Management (ICCM). Cremation is normally completed on the day of the funeral, except when circumstances require the cremation to be delayed. No cremation will be delayed more than 72 hours.

Applicant's authorisation of the above

Relationship to deceased:

Signature: Date:

Full name: (Mr/Mrs/Miss or Ms)

Address:

Postcode: Contact Tel No:

Email Address:

The Bereavement Services Team at Bramcote Crematorium are committed to protecting and respecting your privacy when you use our services. For further information about how your personal information will be used, please visit **www.bramcotebereavement.org** where you can see a full copy of our Privacy Notice. Alternatively you can contact the Data Controller on 0115 917 7777.

If you are happy for us to contact you regarding memorials and products please tick here.