

# Memorial Vase Block, Tablet

Application for Memorial Vase Block for a period of 10 years at the (state month) Lawn



### Conditions

- 1 The memorial vase blocks will be provided by Ipswich Borough Council and remain their property
- 2 All work in connection with the vase blocks will be undertaken by the Council or their nominated agent
- 3 Positioning of the vase block cannot be altered once the position is agreed
- 4 The 10 year lease begins on the date the inscription tablet is affixed to the memorial vase block
- 5 Any inscription is to be approved by the Council who reserve the right to disallow if, in their opinion, it is libellous or likely to cause offence to any person or body of persons
- 6 At the end of the appropriate period an option to renew will be given
- 7 Should renewal not be required within 1 month of the expiry date, the right of use will come to an end. The Council will remove and the position will become re-available
- 8 Please do not place other items or memorabilia near the tablet

### Agreement

I understand and accept the conditions above and agree the exclusive right of use of the Memorial Vase Block be granted by signing this application.

### Inscription requirements

Inscription guide box for Vase Block Tablet


To ensure an inscription will fit onto the granite tablet, please note the following information:

- 1 The name uses a larger typeface than the rest of the inscription so a name may not exceed more than 15 letters and/or spaces per line as shown by the dotted line in the guide box
- 2 Lines not used for names may have a maximum of 20 smaller letters and/or spaces
- 3 A maximum of two lines should be used for names. If a third line is needed then line 6 may not be used
- 4 Please include spaces in your inscription, this counts as a letter or number
- 5 Text will be centred on the tablet, this guide box is only to aid your choice of inscription
- 6 Please write your inscription clearly written in BLOCK CAPITALS. We cannot accept responsibility for any incorrect inscription due to illegible or ambiguous writing

# Memorial Vase Block, Tablet cont.

## Payment options

Payment for your new memorial can be made in the following ways:-

**Debit/Credit Card payment:** Ring 01473 433580, please have your debit/credit card to hand. Alternatively, visit the Bereavement Services Office in person and pay at our reception.

**Cheque:** Send a cheque by post or visit the Bereavement Services Office in person. Cheques are made payable to Ipswich Borough Council.

Signed:	Date:	_____
Name:	_____ (Mr/Mrs/Miss/Ms)	
Address	_____	
	Postcode	_____
Telephone Number	_____	

Ipswich Borough Council is a controller of personal data under the General Data Protection Regulations. We will only use your personal information for the purpose it was provided. For further information on how we process your personal data please visit our website at [www.ipswich.gov.uk/services/data-protection-act](http://www.ipswich.gov.uk/services/data-protection-act)

### OFFICE USE ONLY

Tablet ref _____	Agreement No _____	Cremation No _____	Payment received:
Date ordered _____	Date received _____	Placed in position _____	Debit/credit card <input type="checkbox"/>
	Applicant notified _____	Computer record completed	Telephone payment <input type="checkbox"/>
			Authorisation code _____