MEMORIAL VASE BLOCK, TABLET

Application

I hereby apply to Ipswich Borough Council for the exclusive right of use of a Memorial Vase Block within the Millennium Cemetery Remembrance Gardens for a period of **10 years.**

I would like the vase to be near to the (state month) Lawn

Conditions

1 The memorial vase blocks will be provided by and remain the property of Ipswich Borough Council
2 All work in connection with the vase blocks will be carried out by the Council or their nominated agent
3 The position of the vase block cannot be changed from that originally agreed
4 The 10 year lease will commence from the date that the inscription tablet is affixed to the memorial vase block
5 Any inscription to be placed on the tablet must be approved by the Council. The Council reserves the right to refuse to allow the placing of an inscription if, in the Council's opinion, such an inscription 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 this option not be exercised within 1 month of the expiry date then the right of use will cease and the Council will remove the inscribed tablet. Any inscribed tablet removed following expiry will be given to the applicant, if requested, or where not required or not collected within 3 months, will be destroyed.
8 No other items or memorabilia to be placed on or near the tablet.

Agreement

I understand the conditions referred to above and agree that the exclusive right of use of the Memorial Vase Block will only be granted subject to my acceptance of these conditions given by the signing of this document.

Inscription Requirements

Inscription guide box for Vase Block Tablet

In order to ensure that an inscription will fit onto the granite tablet, please note the following information:

1 The name uses a larger typeface than the remainder of the inscription therefore the name may not exceed more than 15 letters and/or spaces per line. This is indicated 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 2 lines should be used for names. If a third line is required for names line 6 may not be used.
4 Do not forget to include the **spaces** in your inscription. A space counts as a letter or number
5 We will centre the text on the tablet, this guide box is only to aid your choice of inscription
6 The inscription must be clearly written in block capitals. We are unable to accept responsibility for any incorrect inscription due to illegible or ambiguous writing.

Signed: Date:

Name: (Mr/Mrs/Miss/Ms)

Address

Postcode Telephone Number

OFFICE USE ONLY

Tablet ref _____ Agreement no _____ Cremation no _____

Date ordered _____ Date received _____ Placed in position _____

Renewal date _____ Applicant notified _____ Computer record completed

Payment received: debit/credit card ☐ telephone payment ☐

authorisation code _____