

Perth Crematorium

Crieff Road, Perth, PH1 2PE

Tel 01738 459659



Burial supplementary form to be completed by the applicant

Completed application forms and all relevant documents must be received no later than 10am, three working days before the service.

How we use your personal information

The information provided by you will be used by Perth and Kinross Council to provide a safe cremation service which complies with relevant legislation. The information will be shared with relevant Scottish Government bodies to comply with relevant legislation governing cremations.

The Council may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

For further information, please look at our website www.pkc.gov.uk/dataprotection, email DataProtection@pkc.gov.uk or telephone 01738 477933.

Name of deceased:

Day and date of service: Time of service:

Name of cemetery:

Lair number: Section:

New lair? Yes No If yes, please read duration of burial rights information.

Burial type

Please tick one option:

- Full coffin interment
- Ashes casket interment
- Scattering of ashes under turf

We are committed to ensuring each family receives our full attention while they are with us. To avoid any distress or inconvenience to other families, we respectfully request that families, mourners, and Funeral Directors do not arrive at the cemetery more than 20 minutes before the scheduled burial time. In addition, we must advise that the maximum time permitted at the graveside is **20 minutes**. Staff availability may not be guaranteed outside these times.

Service type

Please tick one option:

- Full graveside service (20 minutes)
- Committal only

Floral tributes

Families and Funeral Directors are advised to collect floral tributes after the funeral service. If you do not collect them, these tributes will be kept until removed from the grave by staff, typically within **three weeks** of the funeral service. Perth and Kinross Council cannot accept responsibility for floral tributes left before, during or after a funeral service.

Duration and extension of burial right

In accordance with Section 14 of the Burial and Cremation (Scotland) Act 2016, the Exclusive Right of Burial granted for this lair will be extinguished 25 years after the date on which the right was originally sold. After this 25-year period, the right may be extended for a period of 10 years; however, if it is not renewed, the Exclusive Right of Burial will come to an end, and the lair will revert to the Burial Authority.

Perth and Kinross Council will write to you at **least 3 months** before the day on which the right of burial is to be extinguished, it is your responsibility to ensure your contact details are up to date during the lease period.

Installation of memorial

As part of your exclusive right of burial, you may install a memorial on this grave. Perth and Kinross Council have specific rules and regulations in relation to the design and dimensions of the memorials within its cemeteries. Please take time to read the attached Rules and Regulations and if you have any questions, please do not hesitate to get in touch.

Declaration

I hereby undertake to abide and be bound by the general instructions, rules and regulations of the Council and I absolve the Council from any legal or other responsibility through any accident arising to any memorial of the deceased, or through the destruction of the Cemetery by civil tumult, the act of God, or through any other cause whatsoever, and also for any delay or inconvenience in the arrangements for burial.

Note: Perth and Kinross Council reserve to themselves the right to refuse to carry out a burial in any case without assigning any reasons. I confirm I have read and understand the details on this form.

Full name of applicant:

Signature of applicant: Date:

Address:

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If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

BSL users can contact us via Contact Scotland BSL, the online British Sign Language video relay interpreting service. Find out more on the Contact Scotland BSL website

<https://contactscotland-bsl.org>

Instructions to Funeral Directors

Responsibility

The Funeral Director shall observe the regulations of the Burial Authority. The Funeral Director is responsible for the provision of sufficient bearers to convey the coffin from the hearse to the graveside. When the coffin has been positioned at the grave, the Funeral Director's responsibility towards it ceases and that of the Burial Authority begin.

Declaration

I confirm I am acting on behalf of the Funeral Director below and hereby certify I have read, understood and agree to comply with Perth and Kinross Council rules and regulations currently in force.

I confirm I have issued the burial applicant with a copy of Perth and Kinross Council's Burial Rules and Regulations.

Name of Funeral Director:

Address:

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Name of arranger:

Signature of arranger: Date: