

Application to reserve a grave

You may like to reserve a grave to ensure that you can be near family & friends or because you are pre-planning your funeral. We are happy to meet with you to show you the graves available. Please make an appointment by calling the cemetery office on **020 8876 4511**.

You can reserve a grave for a five-year period. The fee of **£200** is non-refundable and can be renewed upon expiry. You may only reserve one grave per household, as there are limited new graves in the cemeteries. We will make every effort to ensure that the reserved grave can be used when necessary. On the rare occasion that we cannot provide it, a full refund will be given.

When the grave is required for burial, the purchase fee and burial fee applicable at that time will need to be paid. Please note there are differing fees for residents and non-residents of the Borough.

We would ask that you do not put any flowers or memorials on the reserved grave.

If you would like to reserve a grave, please complete and return this form. Payment can be made by debit card, cheque (payable to L.B.R.U.T), in cash or by credit card, which is subject to a handling fee. We will send you a certificate and receipt.

Please let us know which Cemetery you would like the grave to be in, and the preferred area:

Name in full _____

Address _____

Telephone No _____ Date: _____

Email: _____

If you need this in large print, Braille, audio tape or another language please contact us on 020 8876 4511

The Cemetery Office, East Sheen Cemetery, Sheen Road, Richmond, TW10 5BJ

Office use only

Payment No:	Invoice Number	Receipt Number	Reservation No	Grave Ref:

Criteria & fees, booklet, certificate, receipt & cover letter.
Month and Year of renewal: