

Please complete this application after you have made a booking by telephoning 01707 357599. The application must be completed in full and received by the council at least three working days prior to the booking date.
Funerals may be delayed if this form is incomplete.

CREMATION INSTRUCTION FORM

Day:	Date: / /	Time (including am or pm):
Surname of the Deceased:	Forenames of the Deceased:	Title (Miss/Mrs/Ms/Mr/other):
Date of Birth: / /	Date of Death: / /	Age:
Sex (tick as appropriate): Male Female	Religious Denomination:	
Home address of the Deceased (including postcode):		

SERVICE INSTRUCTIONS

Tick as appropriate:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Full Service
(40 mins) | <input type="checkbox"/> Committal | <input type="checkbox"/> Weekday Early Morning
(20 mins) | <input type="checkbox"/> Direct
(No Service) |
| <input type="checkbox"/> Direct VMS
(No Service) | <input type="checkbox"/> Witness Charge | <input type="checkbox"/> Double Time | <input type="checkbox"/> Open Coffin |
| <input type="checkbox"/> Horses | <input type="checkbox"/> Private Record
(No details to be given to public and hidden from public viewing) | | |

Name of Officiant:	Name to appear on floral card (if different from above):
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Any other requirements:

Please tick here if you require the ashes to be ready for collection the next working day, otherwise Oak Hill will cremate within 72 hours.

Floral tributes will remain on display in the courtyard for a MAXIMUM of two days following the service, after which time they will be removed and disposed of.

Media website: www.obitus.com

Please ensure orders are received by Obitus at least 3 days prior to the service for music requests and visual tributes.

COFFIN MAXIMUM DIMENSIONS

MAXIMUM WIDTH: 41in / 104cm

MAXIMUM LENGTH: 86in / 220cm

MAXIMUM HEIGHT: 28in / 70cm

Please tick if coffin width is over 36in / 90cm

FUNERAL DIRECTOR

Company Name:

Arranger:

Address (including postcode):

Telephone:

Email:

DECLARATION

As applicant for cremation of The Late:

I understand:

1. Arrangements can be made to witness the dispersal of cremated remains within our Gardens and are not contained in a casket or urn. A general location is recorded and may not be memorialised.
2. Arrangements can be made for ashes to be placed into a specific location or at a purchased memorial.
3. I can confirm I have indicated on Form 1 my wishes to dispose of the ashes and authorise the crematorium to carry out those wishes.
4. As the Applicant for the Cremation who has given instructions for the ashes on Statutory Form 1, I give my consent that if the Ashes are removed from the Crematorium by the Funeral Director on my behalf and I have not collected the said Ashes from them within a period of 12 months from the date of cremation, the Ashes can be returned by the Funeral Director to the Crematorium for scattering in one of our Gardens without attendance.
5. That the crematorium will hold my details for use in statutory registers and client database. All such details and any other information we hold about you will be held by us in accordance with our GDPR privacy policy.
6. I confirm the Crematorium will contact me if it is deemed necessary.
7. I confirm that whoever is authorised to collect the cremated remains from Oak Hill Crematorium will present a form of photo identification.

Signature:

Name (in BLOCK CAPITALS):

Telephone/Other Contact Details:

Relationship to Deceased:

Date:

/ /