



THE DIOCESE OF LEICESTER

PETITION FOR A FACULTY FOR INTERMENT OF CREMATED REMAINS IN A PART OF A CHURCHYARD NOT OTHERWISE AUTHORISED BY FACULTY & TO INTRODUCE A MEMORIAL TO THE CHURCHYARD

PLEASE USE CAPITAL LETTERS

To the Consistory Court of the Diocese of Leicester

Parish of

Church of

Petitioners:

FULL NAME	RESIDENTIAL ADDRESS (including postcode)	RELATIONSHIP TO DECEASED

Please indicate below which of the above should be regarded as the contact address. A telephone number and email address should also be provided where possible.

.....

.....

The churchyard is [not] closed. *Please confirm status of churchyard and provide a copy of the closure order if relevant.*



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We petition as follows:

1. The Petitioners seek a Faculty authorizing:
 - a. the interment of the cremated remains of *(full name and last known address)*
 in grave number in row in the churchyard of
 - b. the introduction to the churchyard of a memorial as described in the Schedule.

2. The following are sent with this Petition:
 - a. details, including any relevant photographs and/or drawings, of the proposed memorial;
 - b. details, including any relevant photographs of the churchyard and the memorials that it contains and any relevant features of such memorials (e.g. similar features/inscriptions to that proposed);
 - c. a plan of the churchyard showing the location of the proposed grave and memorial;
 - d. an explanation in the form of a statement or letter setting out the need for the proposed interment and memorial, together with any further information that the Petitioners wish to be considered.

3. The Parochial Church Council at its meeting on passed [unanimously] [without dissent] [by a majority of [] to [] among those present and voting] a resolution relating to the adoption of the Parish Churchyard Regulations. A certified copy of such resolution signed by the [Chair] [Secretary] is attached to this Petition. There are [] members of the Council.

The Statements in this Petition are true to the best of the knowledge and belief of each one of us.

Dated:20

Signed:
.....
.....

(Signature of each Petitioner)



THE DIOCESE OF LEICESTER

SCHEDULE:

DESCRIPTION OF PROPOSED MEMORIAL



GUIDANCES NOTES

1. Please complete page 1 and the Schedule.
2. Please fill in the required details in paragraph 1 on page 2.
3. Please complete the PCC resolution details in paragraph 3 on page 2, deleting those parts which do not apply.
4. Please date the Petition at page 2.
5. Each Petitioner whose details appear on page 1 must sign the Petition on page 2.
6. The following must be sent with the Petition:
 - a. details of the memorial;
 - b. details of the churchyard and the memorials that it contains and any relevant features of such memorials (this is relevant if the proposed memorial contains design features which are contrary to the Diocesan Churchyard Regulations);
 - c. a plan of the churchyard showing the location of the proposed memorial;
 - d. any relevant photographs;
 - e. a letter or statement setting out the need for the interment in the proposed location and the memorial described in the Schedule, together with any further information that the Petitioners wish to be considered;
 - f. a certified copy of the PCC resolution referred to at paragraph 4 on page 2, signed by either the Chair or Secretary; and
 - g. cheque in payment of the statutory petition fee, currently £317, payable to 'Stone King LLP'.
7. The Petition and its enclosures should be sent directly to the Diocesan Registrar, Lee Coley: c/o Stone King, Boundary House, 91 Charterhouse Street, London EC1M 6HR
8. A copy of the Petition and its accompanying documents may be scanned and sent to registry@stoneking.co.uk with the hardcopy petition and supporting documents following in the post to the address given in 6 above.
9. It is possible to pay the statutory petition fee by bank transfer. Please email registry@stoneking.co.uk to request details.