



# THE DIOCESE OF WINCHESTER

Application to Incumbent for permission to introduce a Memorial into a churchyard. To be completed in **DUPLICATE**

Name of Churchyard: .....

Name of Applicant: .....

Address: .....

.....

.....

Name of Monumental Mason: .....

Address: .....

Telephone No: .....

Order No: .....

NEW MEMORIAL or ADDITIONAL INSCRIPTION\*

\*delete as appropriate

## DESCRIPTION OF MEMORIAL

Material: ..... Size: .....

Colour: ..... Surface Finish: .....

Detail of Carving or Decoration: .....

.....

Details of Vase: .....

.....

.....

Other Information: .....

.....

## INSCRIPTION

Proposed Wording: .....

.....

.....

.....

.....

.....

Style of Lettering: .....

Colour of Lettering: .....

*For Signatures and Drawing of Memorial - see over*

## DRAWING of PROPOSED MEMORIAL

The Chancellor of the Diocese has delegated to Incumbents, Curates-in-Charge, Team Rectors and Vicars, and in the case of a vacancy in the benefice, the Rural Dean (but not to Churchwardens or Sequestrators) authority to permit, in writing but without a faculty, the introduction of monuments into churchyards so long as they comply with certain specifications. Such specifications appear in the Churchyard Rules, which have been circulated to Incumbents and Stonemasons and ordered to be placed on all Church notice boards.

1. I apply to the Incumbent for permission to introduce, the memorial described above, and I undertake that if permission is granted by the Incumbent, the monument will be erected in exact conformity with that description.
2. I undertake to pay the statutory fee of £
3. I further undertake to indemnify the Incumbent against all costs and expenses to which he may be put in respect of any deviation from the undertaking numbered 2 above.
4. I do not object to the Stonemason's name being incised upon the memorial (provided such an incision meets the requirements of the Churchyard Rules).

Date: ..... Signed: .....  
*Applicant*

We undertake to abide by the above

Date: ..... Signed: ..... *Monumental*  
*Mason*

By signing below the Incumbent authorises the introduction into the churchyard of the monument described above. He returns one copy to the applicant/stonemason and retains one for himself.

Date: ..... Signed: .....  
*Incumbent*

This form may be reproduced or further copies of this form may be obtained from:

*The Winchester Diocesan Board of Finance, DAC Department, The Diocesan Office, Old Alresford Place, Alresford, Hants. SO24 9DH. Telephone: 01962 737306 Email: [DAC@Winchester.Anglican.org](mailto:DAC@Winchester.Anglican.org)*