

MIDDLESBROUGH COUNCIL
Bereavement Services

Cemeteries and Crematorium Office

Teesside Crematorium, Acklam Road,

Middlesbrough, TS5 7HD

Telephone: 01642 817725

email: bereavementservices@middlesbrough.gov.uk

FOR OFFICE USE ONLY

Checked

Rec. No

Ins

C. No.

**PARTICULARS FOR INSERTION IN THE BOOK OF REMEMBRANCE
 TEESSIDE CREMATORIUM**

Please write clearly in BLOCK LETTERS

The first line should have no more than 27 letters and refer only to names and designatory letters.

The rest of the lines should have no more than 32 letters or figures per line. If you wish to have more than 8 lines please let us know.

We reserve the right to vary any inscription as may be found necessary or to refuse any entry which is considered unsuitable.

floral motif, design or badge etc. (see para. 2 below)	Surname	Forenames	}	2 line entry	}	8 line entry
	Epitaph					

1. Please record the above entry in the Book of Remembrance under the following:
 Date of death 20 Fee: £.....

2. Please include the following badge/floral motif/design etc. with the entry:

- a) Badge (State regiment or organisation etc.) (.....) Fee: £.....
 (please enclose example)
- b) Floral motif (specify flower and colour) (.....) Fee: £.....
- c) Any other design (please enclose example) (.....) Fee: £.....

3. I would also like:

	Quantity	Fee: £.....
a) Memorial Card(s) (*cross/crucifix/roses/cream embossed)	(.....)
b) Miniature Book(s) of Remembrance (*Leather/Dune/Forest/Taupe/Navy)	(.....)
c) Miniature Book(s) with photograph (to be provided) (*Leather/Dune/Forest/Taupe/Navy)	(.....)

* Please indicate design of card or book, see leaflet for examples

Continued overleaf.....

I enclose a cheque to the value of £..... payable to Middlesbrough Council.
For Card payments please contact the crematorium office.

I understand that any material which I have supplied to the Council for reproduction will be treated with the greatest care but in the event of loss or damage the authority will not be held responsible. With regard to any literary or visual material supplied for the artist to undertake an illustration or to make the inscription itself, similarly any material supplied for photographic reproduction, I confirm that I have obtained any necessary rights to copy required under copyright law.

Bereavements after 1 January 2002 will automatically be added to the computer at no extra cost. A PIN number to access the entry online or on the computer in the Chapel of Remembrance will be sent to the email address you have provided, close to the memorial date.

Signature of Applicant (Mr/Mrs/Miss/Ms)

Address

Post Code Tel No Date

Email address

Please note inscriptions can be seen on the first Anniversary of the date of death but this can only be guaranteed if the completed form is returned at least five months before that date.

**IF YOU WOULD LIKE TO DISCUSS MEMORIALS PLEASE
CONTACT THIS OFFICE**

**PLEASE NOTE AS FROM 1 APRIL EACH YEAR
ALL BOOK OF REMEMBRANCE CHARGES WILL BE INCREASED**

PLEASE SEE ATTACHED SHEET FOR CHARGES

Book of Remembrance	
2 line entry 5 line entry 8 line entry	
Inscriptions with flowers and other designs 5 lines with flower 8 lines with flower 5 lines with badge/design 8 lines with badge/design	