

Valid until 31st March 2022

## 1. Full name of the person who has died

\_\_\_\_\_  
\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_ Date of birth \_\_\_\_\_

Date of death \_\_\_\_\_ Age \_\_\_\_\_

## 2. What do you wish to arrange?

A Burial  An Ashes Interment

The rights are pre-purchased, Reg No. \_\_\_\_\_  
next to \_\_\_\_\_

Please reserve an additional right of burial for

Full name \_\_\_\_\_  
\_\_\_\_\_

Address [ as above] \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

Date of birth \_\_\_\_\_  Ashes or  burial?

## 3. Form giving authority to bury/inter

Please scan and email the original form(s) to us

Form 14, or Received   
 Procurator Fiscal's Certificate, or  
 Cremation Certificate, or  
 Other \_\_\_\_\_

Form Ref. No. /date \_\_\_\_\_

### Office use:

Plot Ref: \_\_\_\_\_

PGM \_\_\_\_\_ PGM \_\_\_\_\_ PGM \_\_\_\_\_

Notes \_\_\_\_\_  
\_\_\_\_\_

Added to Calendar;  Coffin size OK;  BN issued

Res plots on plan;  Certs issued; Inv.# \_\_\_\_\_

Paid £ \_\_\_\_\_ by  FD,  Appl, by BACS/Chq/Cash?

Payment OK?  Date \_\_\_\_\_

## 4. Requested date: (weekends by arrangement only)

\_\_\_\_\_

Day: \_\_\_\_\_  GD;  Cust

Arrival time \_\_\_\_\_ departure \_\_\_\_\_

## 5. Funeral Co. \_\_\_\_\_

Contact \_\_\_\_\_

Tel \_\_\_\_\_

Email \_\_\_\_\_

## 6. What type of event are you planning?

Simple committal with a graveside service  
 Committal after a service elsewhere  
 A longer celebration of life  
 Other \_\_\_\_\_

Numbers expected: people \_\_\_\_\_ / cars \_\_\_\_\_

Special requests: \_\_\_\_\_  
\_\_\_\_\_

Tell people to wear suitable clothes and shoes (or wellies),  
and perhaps to bring folding chairs and blankets.

## 7. The family representative on the day will be:

\_\_\_\_\_

Mobile (optional) \_\_\_\_\_

## 8. Will you use a celebrant or minister? Yes / No

Name \_\_\_\_\_

## 9. Who will bear the coffin?

Funeral director's staff, or  Friends and family, or  
 A combination of these

Please read and circulate our guide to health and safety  
<http://www.leedam.com/health--safety.html>

## 10. Type and size of coffin, shroud or casket

Materials: \_\_\_\_\_

Max. external size - leave blank if not actually measured

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

Confirmed by: \_\_\_\_\_

## 11. Environmental responsibility

No embalming chemicals are being used  
 Coffin/casket is made from only natural materials  
 Coffin/casket is lined with calico, not plastic  
 No unspecified objects are inside the coffin/casket

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 No unspecified objects are inside the coffin/casket

## 12. Payment options Full payment is required two days before the burial or interment.

RIGHT OF BURIAL (plots are single occupancy only)		ASHES INTERMENT	
<input type="checkbox"/> in the Beech area, £895	£	<input type="checkbox"/> in the Beech area, £445	£
<input type="checkbox"/> in the Blackthorn area, £895	£	<input type="checkbox"/> in Blackthorn, £445	£
<input type="checkbox"/> in the Ash area, £895	£	<input type="checkbox"/> in the Ash area, £445	£
<input type="checkbox"/> in the Rowan area, £895	£	<input type="checkbox"/> in the Rowan area, £445	£
<input type="checkbox"/> in the Oak area, £895	£	<input type="checkbox"/> in the Oak area, £445	£
<input type="checkbox"/> Additional burial rights, £895	£	<input type="checkbox"/> Additional ashes rights, £445	£
<input checked="" type="checkbox"/> Registration Fee, £200	£ 200	<input checked="" type="checkbox"/> Registration Fee, £200	£ 200
<input type="checkbox"/> Memorial Rights (25yrs), £280	£	<input type="checkbox"/> Memorial Rights (25yrs), £280	£
<b>TOTAL:</b>	<b>£</b>	<b>TOTAL:</b>	<b>£</b>

 Paid to Leedam Natural Heritage  Paid by bank transfer to A/c 06006136, S/c 80-02-38, quoting ref: CH+Yourname

## 13. Signature and declaration

I declare that the information given on this form is accurate. I am the person to whom all correspondence should be sent and am responsible for paying the amounts shown above and confirm that I have read, printed or saved a copy of the Terms and Conditions which apply (<http://www.leedam.com/burial-contract-terms.html>) and understand that on completing this application I am bound by the Terms and Conditions.

**IMPORTANT** Please let us know if your contact details change

Signature \_\_\_\_\_ Full Name \_\_\_\_\_

 Home address  As above] \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

Date \_\_\_\_\_ Relationship to 1. \_\_\_\_\_

How did you find out about us?

## 14. How we use your personal data and updates

Please keep me updated about changes at the burial ground, your products and services by email  by phone   
 Personal information you supply will be used to record and confirm the details of the purchase and to record statutory records of the burials and interments. We may share the details overleaf with the burial ground's custodian and gravedigger at the time of a funeral. We may also use it for our own statistical analysis. We will not share your data with other organisations.  
 After death, we are obliged to keep a register of the date of burial, names in full, age, address and grave number. By law, this data must be accessible to the public.

## 15. Separate grave digging charges (Please do not combine these with the payment above)

GRAVE DIGGING FOR BURIAL	GRAVE DIGGING FOR ASHES INTERMENT
<input type="checkbox"/> Single depth grave weekdays <b>£440</b>	<input type="checkbox"/> Weekday interment weekdays <b>£185</b>
Burial at weekends by arrangement only	Weekends by arrangement only
<input type="checkbox"/> by bank transfer to Lord Forbes Estate, 82-60-20, 60303314, quoting ref: CoHi+Yourname	<input type="checkbox"/> by bank transfer to Lord Forbes Estate, 82-60-20, 60303314, quoting ref: CoHi+Yourname

1<sup>st</sup> April 2021 - 31<sup>st</sup> March 2022

## 16. COVID-19 Test, Trace & Protect information

- Attendance at funerals is by invitation only.
- Please record and retain a list of names and contact information for all those invited.
- Appoint an 'usher' to check people in at the entrance using the list.
- Remind everyone to keep the required 2m distance.

The reason for this is to comply with Government requirements for Test, Trace, Protect information. These details should be made available to NHS should the need arise. A format for recording your funeral attendees is appended.

Your co-operation is much appreciated and helps us to keep you, your family, our staff and our country safe.

### Confidentiality:

The information you record and give will be confidential and will only be used by NHS to contain the virus. It will not be shared with other bodies. All information will be held for 21 days after the service and then destroyed.

### Declaration:

- I am the applicant, and I agree to share information on attendees directly with NHS should the need arise
- I am the applicant, and I agree that the Funeral Director can, on my behalf share the required information with NHS should the need arise
- I am the applicant, and I do not agree to share information on attendees but agree to be contacted by NHS should the need arise

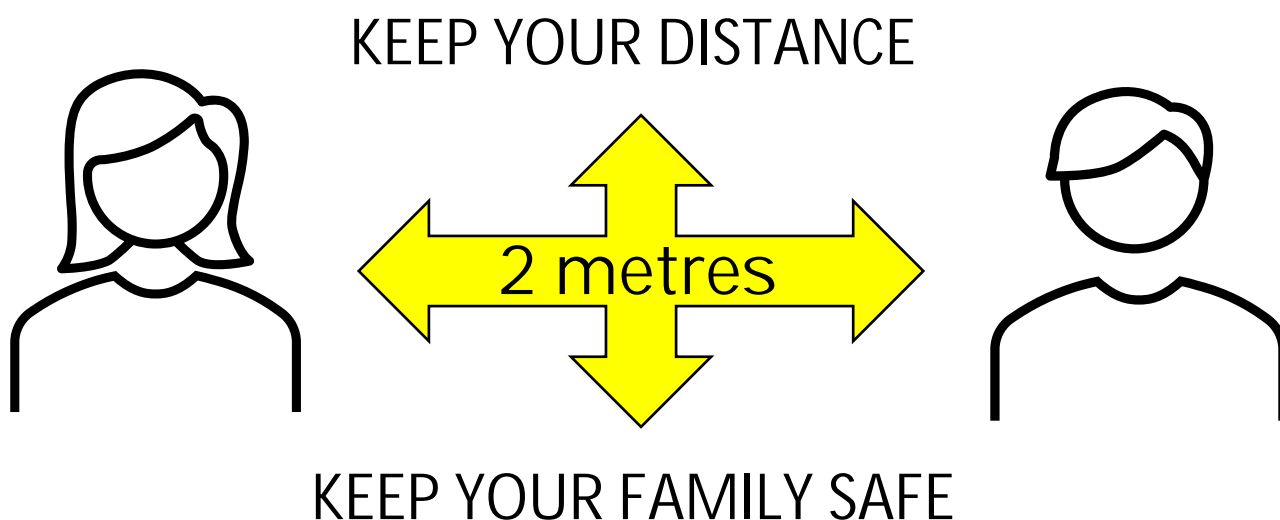
Funeral Director Co: \_\_\_\_\_ tel: \_\_\_\_\_

Applicant name: \_\_\_\_\_ tel: \_\_\_\_\_

Applicant signature<sup>1</sup>: \_\_\_\_\_ date: \_\_\_\_\_

### IMPORTANT

At a funeral it is understandably very difficult for people to maintain social distancing, however, we must do everything we can to minimise the risk of exposure to coronavirus.



<sup>1</sup> The Funeral Director may sign on behalf of the applicant under the following conditions:

- a) The document has been read and explained to the applicant and they understand what they are consenting to
- b) The full name and contact telephone number of the applicant is included

# NHS Test/Trace/Protect Record

Cothiemuir Hill natural burial ground

Date of service \_\_\_\_\_

Name	Tel
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Do not send this sheet to Leedam – Keep it for 21 days after the service, then destroy it.

# NHS Test/Trace/Protect Record

Cothiemuir Hill natural burial ground

Date of service \_\_\_\_\_

27	
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