



CITY OF TRURO

KENWYN CEMETERY INTERMENT FORM

This application and payment in full **MUST** be submitted to the Burial Department, Truro City Council, Municipal Buildings, Boscawen Street, Truro TR1 2NE (currently Truro Community Library, Union Place, Truro TR1 1AP) no later than **3 working days before the burial**

All information requested below MUST be carefully and clearly set out in in block letters. Responsibility for any error or omission rests with the person signing this form.	
Details of Deceased	
Full name including title	
Date of death	
Last known address	
Was the deceased a *resident of Truro? Yes/No (delete as appropriate)	

Interment details	
Type of interment (delete as appropriate)	Full interment Interment of Ashes
	Reserved grave plot – single/double (delete as necessary) Re-open an existing grave (permission/from the owner of the burial rights required)
Grave Reference (Please contact Kenwyn Church if unknown)	Section: Row: Number:
Date and time of proposed interment: Please note interments DO NOT USUALLY TAKE PLACE ON SUNDAY/GOODFRIDAY/CHRISTMAS DAY OR A STATUTORY HOLIDAY	Date: Time:
Dimensions of coffin, receptacle or container	Length (cm) Width (across widest part) (cm) Depth (cm).....

Applicant details	
Full name (including title)	
Address	
Signature	
Funeral Director/funeral arranger	
Signature of Funeral Director/Arranger	
Date	
Please note – The Registrar’s certificate of Death or Coroner’s Order <u>MUST</u> be handed to the Sexton/Kenwyn Church before the interment can take place.	

I agree that my information will be retained by Truro City Council as outlined in their Information and Data Protection policy.

I agree to Truro City Council contacting me regarding this and other applications relating to burials or the grave. *Please tick the box to agree*

**Cemetery Fees Due
Interment**

Child/stillborn (full interment/interment of ashes) up to and including 16 years	No charge
Person aged 16 years or over	
Full Interment in an existing grave (subject to burial rights being submitted)	£380
Full Interment in reserved grave - single depth - double depth	£380 £510
Interment of cremated remains	£110
Reinstatement of grass surface of grave space	£115
Surcharge for Bank holiday, weekend or Friday pm (1 October – 31 March)	£265
Cheques should be made payable to TRURO CITY COUNCIL	
BACS payment – HSBC Sort code: 40-44-34 Account 11120565 **please use grave reference and deceased's name when making a BACS payment	
In case of enquiry please contact Tel: 01872 245503	Email: nikki@truro.gov.uk

For Council use only

Payment details BACS/cheque/cash (delete as appropriate)

Interment full/ashes		Burial rights - small/large plot	£
Re-open	£	Date	£
New single/double	£	Total received	£
Cremated remains	£	Copy to Sexton/Kenwyn	