

SURMANS LIMITED

MONUMENTAL STONEMASONS

VAT NO: 195 7846 02

The Green, Crowell, Chinnor, Oxfordshire, OX39 4RR Tel: 01844 351323
25, High Street, Princes Risborough, Buckinghamshire, HP27 0AE
7, Buttermarket, Thame, Oxfordshire, OX9 3EW

Website: www.surmansmemorials.com Email: surmansltd@gmail.com

APPLICATION FOR A MEMORIAL

TO BE ERECTED IN:

MEMORIAL DESIGN:

SIZE:

TYPE OF STONE:

FLOWER CONTAINER NO / YES POSITION: Left Centre Right OTHER.....

TYPE OF LETTERING: Cut only / Incised & Enamelled Black, Silver, Grey, Otheror Gilded.

FONT STYLE: ALL UPPER CASE / Upper & Lower Case / Mixed e.g Names in CAPS
TIMES NEW ROMAN / GEORGIA / CAXTON / GILL SANS / Other

ORNAMENT:

ADDITIONAL WORK: Level and turf the grave / Level and top soil / Leave as it is

PROPOSED INSCRIPTION

Do you require space for any further inscriptions? YES / NO

Cremated Remains Have they been interred and the grave marked? N/A / YES / NO

RELATIONSHIP TO THE DECEASED

SIGNATURE Date:

NAME Tel No

ADDRESS:

.....

EMAIL:

Directors: Richard H. Surman M.B.I.E. Robert W. Surman Dip F.D. M.B.I.F.D. Craig R.H. Surman
Registered office: First Floor, 1 Des Roches Sq, Witan Way, Witney OX28 4BE.
Registered No: 05082285

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GENERAL DATA PROTECTION REGULATIONS

As of the 25th May 2018 by law we have to obtain your permission to keep personal details on file.

Your personal details in relation to the memorial will only be shared where necessary and only with:

1. The Funeral Directors
2. The Church Parish / Parish Council of where the memorial is to be erected.
3. Our Accountants and Solicitors
4. In the unlikely event of an invoice not being paid. Details may be passed onto a 3rd party debt collection agency.

We treat all information confidentially in line with UK Data Protection Laws.
We never sell information collected to third parties for marketing purposes.

When the memorial job is complete your file will be put into secure storage and kept indefinitely, unless you ask for us to destroy it.

Your file includes.

- 1) Who ordered the memorial
- 2) Contact details: address, telephone numbers and email address.
- 3) Memorial details will also include Location and the inscription Name and dates.
- 4) Photo of the memorial where possible at time of completion.

Please sign if you agree to the above data being kept on file for the Memorial in the name of:

Deceased's Name:.....Church/Cemetery.....

Sign:..... Date:

OR

Please destroy my file on completion and when I have settled the account.

Sign:..... Date: