

DIOCESE OF OXFORD
APPLICATION TO MINISTER FOR INTRODUCTION OF MONUMENT OR LEDGER
STONE IN CHURCHYARD

This application may be made by the legal personal representative or an executor (usually, but not always, a close relative) of the deceased

Parish of.....Archdeaconry of.....

Plot Number: (on attached plan) Name of applicant:.....

Applicant Details

Address:

.....
.....

Post Code: Telephone Number:

Email address:

I make this application for authorisation to introduce a monument ledger stone in the churchyard of the above parish.

I am the (*state relationship to the deceased*)

Of (*Name of Deceased*).....

and/or the administrator/executor or state any other legal authority *of his/her estate.*

The deceased lived at *address*.

.....
.....

I acknowledge that I have been given a copy of the Churchyard Regulations 2016 (“the Regulations”) and understand them.

I understand that–

(a) the only monument or ledger stone that may be introduced if this application is granted is one that–

- (i) falls entirely within the Regulations, and
- (ii) is as described in the attached Schedule;

(b) the authorisation that is given to me in the first instance only permits the monument or ledger stone to remain in the churchyard for a period of 50 years and that this period of time may be shortened, or extended, by a faculty granted the Consistory Court of the Diocese of Oxford (“the Court”);

(c) a breach of the Regulations (now or at some future time) or a failure to maintain the monument or ledger stone may result in its being removed by the church authorities

(d) neither I nor anyone else is permitted to remove the monument or ledger stone unless the minister authorises its temporary removal under regulation 48 of the Regulations or I am granted a faculty by the Court authorising me to do so;

(e) the Court has sole jurisdiction in interpreting and applying these arrangements.

Signed _____ Applicant

Date _____

This page is for the use of the minister only and should be left blank by the applicant

MINISTER'S DECISION ON APPLICATION I, *name of minister* being *state office held*

.....

**Delete as applicable*

*Grant your application dated

and in exercise of the authority delegated to me authorise you to introduce a monument ledger stone which conforms with the details set out in the Schedule to the application.

This authorisation permits the memorial to remain within the churchyard for a period no longer than 50 years from the date of this decision.

*Refuse your application dated because *insert summary reasons*

Signed _____ Minister

Date _____