

## **Request to Pre-Purchase a Grave Space**

(to be used to pre-purchase either a full burial or cremated remains grave space)

**Full Graves** - may only be pre-purchased in Wilbury Hills and Knebworth cemeteries.

**Wilbury Hills:** Lawn Section and Muslim Section (unconsecrated only available) or Woodland and Meadowland (consecrated and unconsecrated available) – **No memorials permitted in Woodland and Meadowland burial areas.** Grave spaces are allocated on the next available plot basis as dictated by NHC Burials Team at the time of the pre-purchase application. Due to the layout of Wilbury Hills Cemetery, this may entail the memorial being placed on either the head or the foot of a grave depending upon the location.

**Knebworth:** Consecrated and unconsecrated graves available. Memorial stones only permitted due to lawn cemetery layout.

**Cremated Remains (ashes)** – are available at: Letchworth Icknield Way, Letchworth Wilbury Hills, Hitchin, Baldock, Knebworth, and Royston – Melbourn Road.

All graves spaces are allocated on a next available plot basis and subject to availability.

**If you are not a resident of North Herts District, you may be subject to payment of **QUADRUPLE FEES**; please contact the Burials Team for advice before submitting this form. If a quadruple fee is paid for the purchase of the grave space, then the interment fee, memorial permit application fee and any future interments, will all be charged at **QUADRUPLE** fee. Proof of residency in the North Herts District will be required – please provide a photocopy of a current Council Tax, utility bill or similar showing your name and address.**

**Type of Grave:** (Please state either Full Burial or Cremated Remains grave space):

.....

**Cemetery Location:** (For Wilbury Hills only - specify plot type/location)

.....

**Consecrated or Unconsecrated** – please specify. Please note your request may not be available at your chosen location.

.....

## Request to Pre-Purchase a Grave Space (Page 2)

**Full Name of Purchaser(s):**

1) Name:.....

Address: .....

.....

E-mail: .....Telephone Number: .....

Is the purchaser a resident within North Herts Council? Yes/No. ....

Document Type Produced as Proof of Residency.....

Signed: ..... Date: .....

2) Name:.....

Address: .....

.....

E-mail: .....Telephone Number: .....

Is the purchaser a resident within North Herts Council? Yes/No. ....

Document Type Produced as Proof of Residency.....

Signed: ..... Date: .....

**\*Please state the email address you would like the payment request to be sent to:**

.....

**Please return this form once completed to:  
North Herts Council, PO Box 10613, Nottingham, NG6 6DW**