



Town Hall, Church Street,  
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Application to Purchase Exclusive Rights of Burial for Grave / Tablet Space in Whitwell Road Cemetery, Reepham for 50 years. A maximum of 2 owners are permitted to hold the Exclusive Rights to the burial.

Name/s IN FULL .....

Address .....

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Telephone number ..... Email.....

Name/s IN FULL .....

Address .....

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Telephone number ..... Email.....

Section and plot number .....

Consecrated, Unconsecrated or Memorial Garden .....

I wish to purchase the Exclusive Rights of Burial for 50 years in the above mentioned grave space for which I enclose the required fee.

Signed ..... Dated .....

**This form should be completed, signed and returned to Reepham Town Council at the above address, with payment of £500. Payment can be made via cash into the Town Council office, by cheque (payable to Reepham Town Council), or via BACS, details below:**

**Account name – Reepham Town Council**

**Account number – 71385046**

**Sort code – 40 35 06**

**Holders of the Exclusive Rights of Burial are reminded of the relevant sections of the Cemetery Rules and Regulations.**

1. The Exclusive Rights of Burial (ERB) should be purchased prior to interment or the erection of a memorial. The right of burial is for a period of 50 years from the date of purchase. **The purchaser is not buying the grave freehold and does not own any land.** The person who has purchased the Exclusive Rights of Burial can determine who may be interred in the grave. Notwithstanding this, the burial authority will determine the total number of burials and/or cremated remains that may be interred in each grave. More than one grave space may need to be purchased to accommodate oversized coffins.
2. The ERB may, at the discretion of the burial authority, be renewed for a further period of time on expiry.
3. The deed of grant issued in relation to Exclusive Rights of Burial is an important document and should be kept in a safe place. The burial authority encourages grant holders to ensure that other responsible person/s are aware of the existence of the deed of grant.
4. The ERB can be bequeathed in a will. It can also be transferred to another person by assignment for which a fee may be payable to the burial authority.
5. Any change of address must be notified to the burial authority in order that up-to-date records are maintained and so that the burial authority is able to contact holders of ERB as and when required. No responsibility can be accepted for information which does not reach a grant holder if the burial authority has not been informed about a change of address.
6. Graves for which the Exclusive Rights of Burial apply can only be opened with the written consent of the person to whom the Deed of Grant is issued. When the Holder to the Exclusive Right of Burial is deceased, a Transfer of the Right is subsequently required to enable future burial applications and memorial headstone installations and amendments. Exclusive Right of Burial forms form part of the Estate of the deceased owner, which can only be transferred, for the remaining years on the Deed, to the entitled person(s).
7. An interment fee is payable each time a grave is reopened.
8. In the event that the holder of the grant of ERB wishes to return these rights to the burial authority, no refund will be made if any burials have been made in the plot. If the plot is empty, a refund will be payable according to the amount of unexpired whole years remaining on the Exclusive Rights. The refund will be calculated on the fees paid when the ERB was originally purchased. An administration fee will be charged.
9. The holder of the ERB has an automatic right to be buried in the grave providing there is sufficient space. They can place a new memorial or alter an existing one once they have obtained permission to erect a memorial.

[General Data Protection Regulations](#)

We will always treat your personal information with great care. We will never share your information with anyone else nor store your information for longer than is necessary. The information held has been provided by you. A copy of our general privacy notice and privacy statement can be found on our website:

[www.reephamtowncouncil.org.uk](http://www.reephamtowncouncil.org.uk)