# COLUMBARIUM NICHE MEMORIAL

The Columbarium Niche Memorial has been introduced to meet the needs of those people who would prefer to have cremated remains rest in a personal high quality niche rather than have them laid to rest loosely within the Garden of Remembrance or elsewhere. Each niche cell can accommodate two sets of remains with each casket being a maximum of 25cm high by 36cm wide by 42cm deep.

The Columbarium Niches are located in a tranquil courtyard to the rear of the crematorium's West chapel. The niches are faced in highly polished black Granite to enhance the visual appeal. The initial inscription on the cover plaque is included in the price with the letters skillfully enhanced in silver enamel. Further inscriptions can be added when necessary for an additional fee and if space permits.

An area in front of the niches has been constructed for the placing of floral tributes.

Please note that it is not permitted for items to be fixed to the plaques or any other part of the niche structure. Any unauthorised items identified will be removed without notice.

On receipt of your order you will receive a layout drawing of your memorial inscription which is designed for you to check, make any corrections, if necessary, and provide approval for us to proceed.

A total of 8 lines are available for the whole inscription. Space can be left for the addition of further inscriptions. When considering wording for the memorial it is not necessary to fill the whole tablet, it is quite acceptable to use only three or four lines and the remaining lines being used at a later date for further inscriptions if required.

Once an order has been placed, the plaque will usually be inscribed and ready to place within 6 weeks.

When this is completed a date and time can be arranged to place the remains into the niche.

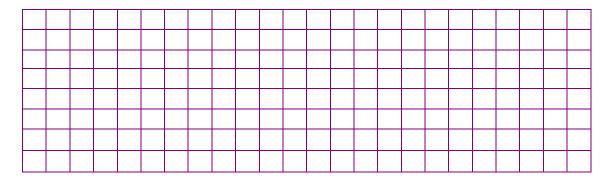




### COLUMBARIUM NICHE MEMORIAL ORDER FORM

## COLUMBARIUM PLAQUE approx. size is 25.5cm high by 38cm wide

• Please write your memorial inscription using CAPITAL LETTERS



#### **CONDITIONS**

On payment of the prescribed sum, the Council will grant lease of a niche for a minimum period of 10 years commencing from the date of payment being received. On expiry of the initial lease, the leaseholder will be offered the option to renew the lease for a further period of years subject to the conditions then in being.

During the period of the lease the holder may assign their interest in the lease and such transaction shall not have effect until registered with the office at the crematorium.

The leaseholder shall have the sole right to authorise the placing of cremated remains within the niche and to the placing of inscriptions on the external plaque. The Council reserves the right to cut inscriptions on the niche plaques and to refuse any inscription considered unsuitable.

No items shall be affixed to the plaques or adjoining framework of the niches. Flowers must be placed in the trough in front of the memorial. The Council reserves the right to remove and dispose of any unauthorised items without notice.

On expiry of the lease and if not renewed (unless written instructions to the contrary have been given by the leaseholder to the Cemetery and Crematorium office within 28 days of expiry of the lease) the Council, on giving 28 days' notice to the registered leaseholder by written notice to the last known address of their intention to do so, reserves the right to remove the contents of the niche, disperse the cremated remains in the Garden of Remembrance, and dispose of the plaque and cremated remains container(s).

For office use only:		
Sys No	Memorial No	Agreement No
Receipt No	Order No	Completed

#### **CROYDON CEMETERIES AND CREMATORIUM**

Mitcham Road, Croydon CR9 3AT (If using Satellite Navigation: CR0 3AA) Tel: 020 8684 3877 Fax: 020 8689 7795

e-mail: bereavement@croydon.gov.uk / www.croydon.gov.uk

#### **QUEENS ROAD CEMETERY**

Queens Road, Croydon CR0 2PR

#### GREENLAWN MEMORIAL PARK

Chelsham Road, Warlingham CR6 9EQ

#### **CROYDON PUBLIC MORTUARY**

152 Thornton Road, Thornton Heath, Surrey CR7 6BB

#### **OFFICE HOURS**

Monday - Friday (Public and Bank Holidays excepted) 9.00am to 4.30pm Saturday & Sunday (Telephone Bookings Only) 10:30am to 11:30am

#### **CEMETERY GROUNDS Opening Hours:**

All Sites: October (from clocks change) - 31 March 9am - 5pm 1 April – October (before clocks change) 9am - 7pm

