

**STRABANE DISTRICT COUNCIL**

**APPLICATION FOR ERECTION OF HEADSTONES/SURROUND**

*Please complete, in black ink, Parts 1 and 2 and return to Clerk of the Council, Strabane District Council, Council Offices, 47 Derry Road, Strabane, Co Tyrone, BT82 8DY.*

*(Regulations relating to headstones/surrounds are shown on back of this form).*

**PART 1** (COMPLETE IN BLOCK CAPITALS)

**OFFICIAL USE**

1. Applicant's Name \_\_\_\_\_  
Address \_\_\_\_\_

2. Name and Address \_\_\_\_\_  
of Sculptor/Contractor \_\_\_\_\_  
to be employed \_\_\_\_\_

Telephone No. \_\_\_\_\_

3. Cemetery \_\_\_\_\_ Grave No. \_\_\_\_\_

**Part 2**

*Carefully draw below the headstone and surround to be erected, showing full Dimensions and exact details of inscription.*

*I certify the foregoing particulars are correct and I understand that no work on erection of the headstones can commence unless and until written approval is received from the Council.*

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**PART 3**

1. Particulars of application checked by \_\_\_\_\_

Certified by \_\_\_\_\_

2. Applicant notified (date) \_\_\_\_\_

3. Supervisor Notified \_\_\_\_\_

## REGULATIONS

1. *No tomb, monument, inscription, rail, fence, chain, erection or planting of any description or kind whatever, shall be erected or made on any place of burial in the Cemetery, unless, or until the same have been approved by the Council.*
2. *Headstones and surrounds shall have been approved by the Council to which a special written statement and drawing of what is proposed to be erected, with a copy of the proposed inscription and prescribed fee, shall be previously submitted.*
3. *The area of the inscribed face of any headstone is the area of the front face which is visible above the finished ground level and shall not be greater in area than 0.75 of a square metre (8 square feet) for a single grave plot and not greater than 0.90 of a square metre (10 square feet) for a double grave plot.*

*The overall width of any headstone shall not be greater than 1.10 metres (3 feet, 8 inches) for a single grave plot, and not greater than 2.30 metres (7 feet, 8 inches) for a double grave plot, the maximum height from finished ground level shall not be greater than 1.50 metres (5 feet) and the overall thickness shall not be greater than 300 millimetres (1 foot)*

4. *Foundations shall be laid using 1:2:4 concrete and shall be founded at such a depth from the surface of any place of burial and in such a manner as may be approved by the Caretaker of the Cemetery. No headstones shall be built or fitted in any wall of the Cemetery.*
5. *In the erection of all headstones and surrounds the Caretaker shall have the authority to prevent encroachment on the neighbouring plots. In the event of such encroachment taking place, the Council reserve the right of removing the said headstone and surround, at the expense of the person so offending.*
6. *No hewing or dressing of stones, nor operations of any kind except the dressing of the sites, will be permitted within the grounds, or in the approaches thereto, unless specially sanctioned by the Council; and all rubbish or refuse remaining after the erection of monuments, or other operations duly sanctioned, must be immediately removed from the site, and under the directions of the Caretaker, at the expense of the owners of the ground, or of the persons executing the work.*