

**Application for Permission to Erect or Replace a Headstone and Surrounds at St Marys Drumagarner**

**Family Name on Headstone** \_\_\_\_\_

Prior to the commencement of any structural work, Sculptors must have written approval and have, when asked to, provide copies of their relevant Health and Safety Risk Assessments and relevant Insurance Policy Documents, such as Public Liability and Employers Liability Insurance at £10,000,000.

Monumental Sculptors may carry out their works in at St Marys Graveyard Drumagarner during the following times:- Monday to Friday 8:00am to 5:00pm.  
All stone memorials must be placed on a solid foundation and fixed to BS 8415.

Memorial Dimensions for the extension are as follows:-

Maximum Height of Headstone (Inc. base/sub base) 1.2 Metres (48")  
Maximum Width of Headstone on a Single Plot (Inc. base/sub base) 1.1 Metres (42"), Width of surrounds outside to outside 1.2 Metres (48)" and Length of surround outside to outside 2.60 Metres (102") for the graveyard extension and 2.40 Metres (96") for the existing graveyard.

Maximum Width of Headstone on a Double Plot (Inc. base/sub base) 1.2 Metres (48"), Width of surrounds outside to outside 2.1 Metres (84)" and Length of surround outside to outside 2.60 Metres (102") for the graveyard extension and 2.40 Metres (96") for the existing graveyard.

The gaps between surrounds of adjacent graves will not exceed 0.15 Metres (6"). In the graveyard extension, the gap between back to back headstones will be 0.30 metres (12"). In the existing graveyard this gap will vary depending on the space available. These gaps must be concreted by the monumental masons or sculptors as part of their work in installing the surrounds and headstone.

**The monumental masons / sculptors must also provide a detail drawing of their proposed headstone as part of this permit.**

When erecting a memorial or completing necessary remedial works, the monumental masons and sculptors must remove all debris from the graveyard immediately following completion of their daily work tasks . They must also make good any damage that they may cause to other graves, pathways, shrubbery or grass etc. at their own expense and to the satisfaction of the Parish.

The Parish will not allow the installation of memorials that fall outside these guidelines. The cost to the modification or the removal of the out of specification headstone and surrounds will be charged to the Custodian.

Name, Address & Email Address of Custodian: \_\_\_\_\_  
\_\_\_\_\_

I confirm that I am the Custodian of my family grave (grave owner of exclusive right of burial) or their successor in title, to the grave plot and hereby request the Parish's permission to erect a Headstone and Surrounds in accordance with the Parish's current Rules for the Management of the St Marys Graveyard Drumagarner.

Custodian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name, Address & Email Address of Sculptor: \_\_\_\_\_  
\_\_\_\_\_

Sculptor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*The Co-Signed permit must be returned signed to:-  
The Parish Office 4 Garvagh Road Kilrea County Derry BT51 5QP  
or signed copied and emailed to the parish office at :- parishofkilrea@btinternet.com.*