

Application to reserve a grave

You may wish to reserve a grave if you are pre-planning your funeral. We are happy to provide you with a map of the area that has available grave space, once you have selected your preferred area, the grave will be allocated to you. Please make an appointment by calling the cemetery office on 020 8876 4511.

You can reserve a grave for any period between one and five years. The fee is non-refundable and can be renewed upon expiry. You may only reserve one grave per household, as there are limited new graves in the cemeteries. We will make every effort to ensure that the reserved grave can be used when necessary. On the rare occasion that we cannot provide it, a full refund will be given.

When the grave is required for burial, the purchase fee and burial fee applicable at that time will need to be paid. Please note there are differing fees for residents and non-residents of the Borough which will apply at the time of purchase. We would ask that you do not put any flowers or memorials on the reserved grave.

If you would like to reserve a grave, please complete and return this form. The fee is dependent on your residency; please contact the cemetery office for information. Payment can be made by debit card, by cheque (*payable to L.B.R.U.T*), in cash or by credit card, which is subject to a handling fee.

Preferred Cemetery and area: _____

Name in full: _____

Address _____

Telephone No: _____ Date: _____

Email: _____

Signed: _____

I would like to reserve a grave for a period of _____ years.

I enclose a cheque to the value of £ _____ OR
I will telephone to pay by card. (*please enter as appropriate*)

The Cemetery Office, East Sheen Cemetery, Sheen Road, Richmond, TW10 5BJ

For office use only:

Payment No:	Invoice Number	Receipt Number	Reservation Number	Grave Ref:	Year of renewal