

# Book of Remembrance

The Book of Remembrance is a permanent memorial in which entries are inscribed by hand using qualified calligraphers. Entries are normally made under the date of death; however can be entered on other special dates such as birthdays or anniversaries. The Books are opened to the page that corresponds to that day.

The books are sent away for updating twice a year. This can lead to long waiting periods before the inscription is entered into the book. Please ask if you need further information.

The minimum entry is two lines. 5 or 8 line entries have the option to include floral emblems, badges, animals etc.

Cheques or postal orders should be made out to Kettering Borough Council. Current fees and payment methods can be found at [www.kettering.gov.uk](http://www.kettering.gov.uk)

By applying for this memorial I confirm I have read and understood all of the terms & conditions.

## Application

Name of Applicant

Address and Postcode

Date of Application

Telephone

Email address

Signature

Relationship to the deceased

Date that I wish for entry to appear

Number of memorial cards required

Number of memorial booklets required

Total cost

## For Office Use Only

Receipt No

Agreement No

Cremation No

Insertion date confirmed



# Warren Hill Crematorium Book of Remembrance - Guide Box for Insertions

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	
<i>Surname:</i>												<i>Forenames:</i>																					
<b>Line 1</b>																																	
<b>Line 2</b>																																	
<b>Line 3</b>																																	
<b>Line 4</b>																																	
<b>Line 5</b>																																	
<b>Line 6</b>																																	
<b>Line 7</b>																																	
<b>Line 8</b>																																	

*Description of emblem if required (please include a photo or picture if possible)*

## Instructions for Insertion, Terms & Conditions:

1. Line one is always the name of the deceased only.
2. Please write legibly in block letters. We cannot be held responsible for mistakes caused by writing that is not clearly readable.
3. Each line must NOT include more than 32 boxes or 30 if an emblem is required.
4. This form will be used by the calligraphers for copying into the Book of Remembrance so please check this application carefully, mistakes cannot be rectified afterwards.
5. The Council reserves the right to vary any inscription as may be found necessary or to refuse an entry which is considered unsuitable.
6. If an application is returned to us for whatever reason we cannot be held responsible for any delays in the processing of the memorial.