

# Memorial Tree Plaque

The oval shaped memorial tree plaques are manufactured from wipe clean Perspex on a black powder coated ground fixing stake. The plaque is approximately 120mm wide x 145mm deep and a motif or a photograph can be included with lettering inscribed in a gold finish. These memorials are designed to remember one or two loved ones and will be situated at the base of established trees on the scattering lawns at the Crematorium.

The memorial tree plaque is leased on a 3 yearly basis and will include a staked vase for holding flowers. No other memorials or mementoes will be permitted on or around the memorial tree. Please note that the cost is for the plaque only and does not include ownership of the tree, this remains the property and responsibility of Kettering Borough Council.

We will contact you shortly before the lease period ends to renew the lease or take the plaque away.

It can take up to approx. 12 weeks from the placing of your order to inscribe the plaque. Please inform the crematorium office if you change address so that we can contact you when the lease period expires. Please make cheques/postal orders payable to Kettering Borough Council. For full payment options please visit [www.kettering.gov.uk](http://www.kettering.gov.uk)



## Application

Name of Applicant

Address and Postcode

Date of Application

Telephone

Email address

Signature

## For Office Use Only

Receipt No

Register No

Plaque Reference

Date of Re-Gilding

Cremation No

Signature

# Warren Hill Crematorium Memorial Tree Plaque - Guide Box for Inscriptions

	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
<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>										⋮															
<b>Line 9</b>										⋮															

In order that the inscription will fit onto the plaque, please note the following information:

1. The name uses a larger type face than the remainder of the inscription, therefore it may not exceed more than 10 letters and/or spaces per line.  
Please note: If you need more space for names you must use fewer lines. Text may be made smaller to accommodate larger inscriptions. This is indicated by the dotted line.
2. The remainder of the inscription uses smaller letters so you can use 25 letters and spaces.
3. If you would like lines 1 and 9 to be curved around the edge of the plaque, please indicate this when ordering.  
A proof of the proposed memorial can be obtained if necessary.
4. Do not forget to include the spaces on your inscription. A space counts as a letter or number.
5. We will centre the text on the plaque; this guide box is only an aid to your choice of inscription.
6. If a photoplaque is required then the inscription will be reduced to 4 lines. If a motif is required the inscription will be reduced to 7 lines.
7. Please write clearly in block capitals - we cannot accept responsibility for mistakes caused by writing that is not clearly readable.
8. If the application is returned to us for whatever reason we cannot be held responsible for any delays in the processing of the plaque.

**Contact Us:** Warren Hill Crematorium, Rothwell Rd, NN168XE **Email:** [bereavementservices@kettering.gov.uk](mailto:bereavementservices@kettering.gov.uk) **WEB:** [www.kettering.gov.uk](http://www.kettering.gov.uk) **TEL:** 01536 525 722