Inscriptions may be 2 - 5 lines in length. The cost of the entry depends upon the number of lines and whether or not you have a floral motif, crest or personal illustration. Inscriptions and decorations cannot be added at a later date. You can have virtually anything, for example an animal, military crest or something depicting a hobby.

The first line is for the name of the deceased person you would like to remember, only one person’s name can be on this line. The name is inscribed in larger letters and can be up to 26 letters and spaces. Following lines are for dates as required, and wording of your choice. Please see the examples in the box to the right.

Please write your inscription in the grid box overleaf, with one letter per box and leaving a blank box between words.

If you would like your entry to appear on a certain date you will need to make sure your application is sent to us on time. Below is a list of the volumes, the months in each volume and when we need to have the application forms and payment.

<table>
<thead>
<tr>
<th>Volume</th>
<th>Months in the volume</th>
<th>Applications to us by</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>January, February, March</td>
<td>31st October</td>
</tr>
<tr>
<td>2</td>
<td>April, May, June</td>
<td>31st January</td>
</tr>
<tr>
<td>3</td>
<td>July, August, September</td>
<td>30th April</td>
</tr>
<tr>
<td>4</td>
<td>October, November, December</td>
<td>31st July</td>
</tr>
</tbody>
</table>

You can pay by:
- cheque made payable to ‘Mortlake Crematorium Board’
- debit or credit card in person or by phone 020 8876 8056
- cash in person at the Crematorium Office

Please send your completed application form and payment to:
Mortlake Crematorium,
Kew Meadow Path,
Richmond,
Surrey TW9 4EN
# Book of Remembrance order form

**Name of applicant:**

**Relation to deceased:**

**Address:**

**Postcode**

**Email:**

**Telephone:**

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**For office use only**

**Receipt**

**Date received**

**Order number**

**BACAS ID**

**Other**

---

**Number of copies**

- [ ] a) Memorial card *Blue floral design*
- [ ] b) Memorial card *Beige cross design*
- [ ] c) Miniature leather book *Blue floral design*
  *(supplied in a presentation box)*

Memorial cards and books will be posted to you by recorded delivery.

Please state the day on which you wish your entry to appear. This can be the date of death, or for example a birthday, anniversary or special day.

**Day** [ ] **Month** [ ]

---

*Surname*  *Forenames*

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*Leave blank*