



MORTLAKE CREMATORIUM
— *Serving the community since 1939* —

APPLICATION FOR A LEAF ON THE MEMORIAL TREE

The memorial tree is in the Garden of Reflection. The inscribed leaf will remain in place permanently for 3 years. At the end of this period you have the option to renew the leaf for a further 3 years, and so on thereafter.

You can have 3, 4, or 5 lines of inscription – the size of the text will be adjusted according to the space available. You can choose a small motif such as a rose, heart or star, but please be aware that this may impact on the amount and size of the text. We will send you a proof before the leaf is made for you to check. The leaf will be displayed within 3 weeks of receiving your proof confirmation and payment. The location and the alignment of the leaf will be chosen by the Crematorium. We will phone or email you to let you know when it is displayed. Please let us know if you change your address as we will write to you with the option to renew the leaf. If not renewed you will be given the option to collect it, or it will be recycled and

any monies will go to a local bereavement related Charity. The space can then be taken by another family.

The Garden is for many people, so please do not attach any items to the tree, or plant, personalise or create individual places, or leave flowers, photos/personal items. To avoid fires please do not light candles. Please let friends and family know too as we will take away these items which can cause upset. You are welcome to use the vases provided and leave flowers in the cloister area or remembrance room.

Fees

The fee is £180 (£150.00 & £30 VAT until 31st December 2019). Cheques are made payable to Mortlake Crematorium Board, Mortlake Crematorium, Kew Meadow Path, Richmond, Surrey, TW9 4EN or with a payment card by phone the Crematorium Office on 020 8876 8056

I would like to have a Memorial Leaf and accept the conditions as above.

Title: Mr / Mrs / Miss / Ms / Mx – other:

Full Name:

Address

Postcode:

Telephone Number:

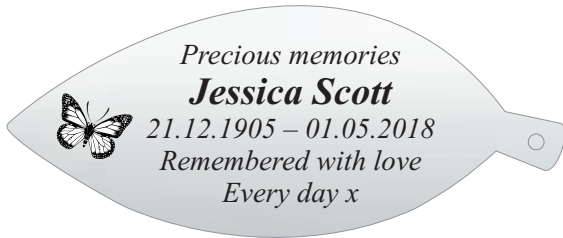
Email:

MORTLAKE CREMATORIUM

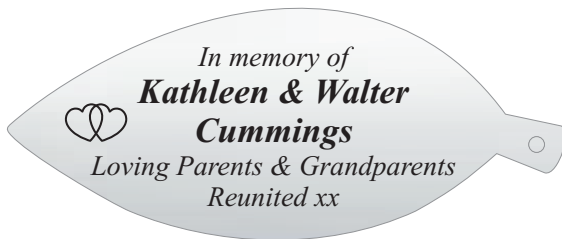
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GARDEN OF REFLECTION - MEMORIAL LEAF 1 MM THICK - BLACK ON SILVER

Aligned left



Aligned Right



Please write your inscription clearly below:

Line 1 (max 18)

Line 2 (max 30)

Line 3 (max 30)

Line 4 (max 30)

Line 5 (max 18)

Please choose your symbol:

- Symbol _____
- No Symbol

For office use only

Receipt:	Date Received	Order No.	Date Displayed	BACAS ID
Left/Right Alignment	Date App Informed	Renewal 1	Renewal 2	Other comment