



## MEMORIALIZATION PERMIT – APPLICATION FORM

Parks and Recreation Services / Brandon Municipal Cemetery

Ph: 204-729-2150 Email: [cemetery@brandon.ca](mailto:cemetery@brandon.ca) Web: [brandon.ca/home-property-environment/cemetery/](http://brandon.ca/home-property-environment/cemetery/)

\*\*\*Renderings must be submitted to [cemetery@brandon.ca](mailto:cemetery@brandon.ca) along with permit application.

### PART I – MUST BE COMPLETED BY APPLICANT

- |   |   |
|---|---|
| <input type="checkbox"/> Memorial placed on sections with ribbon (PERMIT ONLY REQUIRED)                                 | <input type="checkbox"/> Install flat marker only               |
| <input type="checkbox"/> Upright memorial re-lettering and/or re-furbish  | <input type="checkbox"/> Install flat marker with attached vase |
| <input type="checkbox"/> On-Site <input type="checkbox"/> Off Site <input type="checkbox"/> (PERMIT ONLY REQUIRED)      |   |
| <input type="checkbox"/> Flat marker re-lettering and/or re-furbish on site (PERMIT ONLY REQUIRED)                      | <input type="checkbox"/> Install vase only                      |
| <input type="checkbox"/> Adding vase and/or sub-base to existing monument (PERMIT ONLY REQUIRED)                        | <input type="checkbox"/> Military Monument Install              |
| <input type="checkbox"/> Install individual foundation for memorial installation (PERMIT ONLY REQUIRED)                 | <input type="checkbox"/> Concrete Base Requested                |
| <input type="checkbox"/> Flat marker exchange or removal for additional engraving (FLAT MARKER EXCHANGE OR REMOVAL FEE) |   |

Memorial Dealer is permitted to install/remove memorials on foundation(s) only. Complete A, B & C for UPRIGHT Monuments. Complete D & E for FLAT MARKER. Complete E only if bronze plaque is being placed on a granite flat marker.

<b>A. Dimensions of Monument (inches)</b>	Width: (SIDE TO SIDE)	Depth: (FRONT TO BACK)	Height: (TOP TO BOTTOM)
<b>B. Dimensions of Base (inches)</b>	Width: (SIDE TO SIDE)	Depth: (FRONT TO BACK)	Height: (TOP TO BOTTOM)
<b>C. Dimensions of Sub-Base (inches) (CANNOT EXCEED MAXIMUM HEIGHT)</b>	Width: (SIDE TO SIDE)	Depth: (FRONT TO BACK)	Height: (TOP TO BOTTOM)
<b>D. Dimensions of Flat Marker (inches)</b>	Width: (SIDE TO SIDE)	Depth: (SURFACE TO UNDERSIDE)	Height: (FACE TOP TO BOTTOM)
<b>E. Dimensions of Bronze plaque (inches) (CANNOT EXCEED MAXIMUM HEIGHT)</b>	Width: (SIDE TO SIDE)	Depth: (FACE TOP TO BOTTOM)	

### PART II

Memorial Dealer Name:

Phone:

Email:

Purchaser/Authorizer: \*\*\* Must be ☐ owner of lot ☐ executor ☐ admin of an estate ☐ POA to original owner:

Name:

Address:

Phone:

Email:

Legal Documents (Will/Notarized Letter/POA/Admin of Estate) Attached:

Yes ☐

No ☐

Photo ID Viewed ☐

I hereby authorize placement of the memorial as per PART III

Signature(s):

### PART III

Deceased Name:

Date of Burial:

Section:

Block:

Lot:

### PART IV

☐ Invoice Memorial Dealer (must be approved account) ☐ Paying Cemetery Directly

### PART V – FOR OFFICE USE ONLY

Application Received:

Cost:

Receipt Number:

Date for Install or Removal:

Foundation Size:

Marker/Vase/Monument Received:

Name on Memorial:

\*\*\*Disclaimer: should the purchaser of the memorial be different from the owner/admin/executor/POA of the lot, a letter of consent from the owner/admin/executor/POA must be obtained and attached to the application permit. Where joint ownership is involved, the signatures of all joint owners MUST be secured on this application form. Please contact the Brandon Municipal Cemetery Office for more information.