

**COMHAIRLE CATHRACH CHORCAI
CORK CITY COUNCIL**



**APPLICATION FOR ERECTION OF
HEADSTONES/MEMORIAL/KERBING (where permitted)**

Please complete the attached and return to Recreation & Cemeteries Directorate, Cork City Council, Civic Offices, City Hall, Cork. (Regulations relating to headstones etc. are attached to this form and must be strictly adhered to).

NOTE:- PERMISSION WILL NOT BE GIVEN UNTIL PAYMENT IN FULL FOR THE RIGHT OF BURIAL AND GRAVE OPENING HAS BEEN RECEIVED BY CORK CITY COUNCIL AND RISK ASSESSMENT & SAFETY PLAN FORM HAS BEEN SUBMITTED AND APPROVED BY CORK CITY COUNCIL.

Applicant's Name : _____

(Applicant is the monumental sculptor or contractor who has undertaken to carry out work for the client. The applicant is neither the client nor any sub-contractor or any person employed by the monumental sculptor to carry out any work).

Applicant's Address : _____

Telephone No : _____

Name of Client: _____

Name of Cemetery: _____

Name of Deceased: _____

Date of Death of Deceased: _____

Name of Funeral Director used for Deceased's Interment: _____

Plot Details

Section _____ Row No. _____ Plot No. _____ Deed No. _____

Permission Sought (Please tick whichever is appropriate)

Headstone **Kerbing (Where permitted)** **Memorial**

A sketch drawing with the dimensions of the proposed monument must be forwarded with this application. Please indicate Total Height and Total Width of proposed monument.

The design, structure, stability and safety of any recommendation is the sole responsibility of the applicant.

Please note that the applicant is responsible for the entire works (i.e. the quality and safety of construction) whether the works are sublet or carried out by any person employed by the applicant.

*I agree to abide by the attached regulations : _____
Signature of Applicant*

Any non-compliance with the condition of permit must be addressed and rectified before further application will be considered.

I declare that I am the owner of the right of burial in this plot and that the price of same has been paid in full to Cork City Council:

Signature of Owner: _____ Date: _____

REGULATIONS

All headstones, kerbing, memorials MUST NOT be erected without prior permission of Cork City Council.

- 1. No headstone/memorial shall exceed 7ft /2.13m (no exceptions).*
- 2. As per the application form, dimensions of the proposed headstone/memorial, together with a sketch drawing, must be supplied.*
- 3. Headstones/memorials must be erected only within the allocated area.*
- 4. Headstones/memorials must be erected securely.*
- 5. Materials used in the headstone/memorial must be in keeping with the cemetery.*
- 6. The colour and shape of the headstone/memorial must be in keeping with the cemetery.*
- 7. Contractors or persons erecting the headstone/memorial must work in accordance with the Parks Department Ancillary Safety Statement.*
- 8. Any spoil or rubbish must be removed and disposed of properly by contractors or persons erecting the headstone/memorial and the site and cemetery left clean and tidy.*
- 9. At least 2 weeks notice must be given to the relevant Cemetery Supervisor prior to the erection of headstones/memorial.*

- 10. Any breaches of the conditions will result in immediate removal of the structures and Cork City Council will not be responsible for any damage caused to the structures during its removal.*
- 11. Where applicable, foundations for kerbstones/headstones must be laid by Cork City Council (where pre-laid strip is not in place).*
- 12. Prior to the erection of permanent headstones/memorials, all temporary headstones/memorials must be removed.*