

ST. LUKE'S PARISH CHURCH, MULLAGLASS

CHURCH OF IRELAND

Application Form for Permission to erect a Headstone or Surround or to alter any inscription on a headstone or surround.

Instructional Guide

Regulations

1. No work may take place until a completed Application form has been submitted and written approval has been obtained.
2. Each application form must be accompanied by a detailed drawing showing exact measurements proposed, also full details of materials and of all inscriptions proposed.
3. The design, measurements and materials must be approved by the Rector and churchwardens.
4. All proposed inscriptions must be approved by the rector.
5. No photographs, paintings, engravings, inscriptions or decorations other than those shown on the detailed drawing will be permitted.
6. No advertising is permitted.
7. A fee of 10% of the total cost (including the cost of erection) is payable to St. Luke's Mullaglass and must be included with the application form.
8. No work may commence until written approval has been obtained.
9. An application form must also be submitted for permission to add to or alter the inscription on any headstone or surround.
10. Approval is given on a form entitled **APPROVAL TO WORK ON HEADSTONE OR SURROUND.**

ST. LUKE'S PARISH CHURCH, MULLAGLASS

CHURCH OF IRELAND

APPLICATION FORM FOR PERMISSION TO ERECT A HEADSTONE OR SURROUND or to alter an inscription on a headstone or surround

Name of applicant _____

Address: _____

Email _____ or Telephone: _____

Name(s) of deceased: _____

Grave Plot Number: _____

Name and address of firm of monumental sculptor: _____

A brief description of the work proposed: _____

Please note: This application form must also be accompanied by a detailed drawing showing exact measurements proposed, along with full details of materials and all inscriptions. Only that which has been included in the application form will be approved. No advertising permitted.

Cost of proposed work (including erection) : _____

A fee of 10% of this amount is payable to St. Luke's Mullaglass and must be included with this application.

I have read the attached instructions and agree to abide by them:

Signed: _____ Date: _____

ST. LUKE'S PARISH CHURCH, MULLAGLASS
CHURCH OF IRELAND

APPROVAL TO WORK ON HEADSTONE OR SURROUND

The Rector and the churchwardens have examined your application form and have:

Approved it in full.

Approved it subject to the following amendments:

Rejected it based on the following grounds:

Signed:

Rector: _____

Churchwarden: _____

Date: _____