Day		Date		Time	

Preliminary Application & Cremation Form 1
for the late

Office info only

Seven Hills crematorium

Seven Hills Crematorium • Felixstowe Road • Nacton • Ipswich • Suffolk • IP10 0FG

Telephone - 01473 655614
Email - office@sevenhillsnacton.co.uk

VAT Number: 872095802
Website - www.sevenhillsnacton.co.uk

(Issue 3 September 2024)

Preliminary Application

Details of service

Day | Date | Time

Service Type | Religion | Minister/Officiant

Media requirements

All media is supplied by Obitus, please visit Obitus.com to order your requirements.

Special instructions

Other requirements

Is a double time slot required?

Is a large congregation expected?

Are additional bearers require?

Is an organist required?

Wheeled bier?

No. of rows to reserve

Floral tributes

Flowers left at the crematorium will be removed after 7 days. Families may collect them anytime after the service.

Instructions for Funeral Directors

Coffins must be made of wood or a wood by-product which, when placed in a cremator and subjected to the accepted cremation processes, is easily combustible and which does not emit smoke, give off toxic gas or leave any retardant smears or drips after final combustion. No metal furniture or fittings whatever shall be used on a coffin for cremation. No metal of any kind shall be used in the manufacture of a coffin except as necessary for its safe construction and then only metal of a high ferrous content. Cross pieces must not be added to the bottom of a coffin, if strengthening is needed wooden strips may be placed lengthways. The coffin must not be painted or varnished but may be covered with a suitable cloth. Products manufactured in polyvinyl chloride (PVC) must not be used and the use of polystyrene must be restricted to the coffin name plate only and must not exceed 90 grams in weight. The use of lead or zinc is strictly forbidden.

Size of coffin - The maximum acceptable coffin size is: Length 218cm(86ins) x Width 101cm(40ins) x Depth 71cm(28ins)
Service time - 25mins. Extra time can be booked if required.
Bearers - We can provide bearers for services, but please be aware that if not used additional charges may be applicable at the manager's discretion.

Funeral Director's Full Name

Address

Postcode

Telephone number

Email

Funeral Director (sign)

Date

Seven Hills Crematorium Terms and Conditions

A cremation may not always take place on the same day as the service, we always aim to cremate within twenty-four hours, except in unusual circumstances.

Unwitnessed Scattering of Ashes will be buried within one month but not sooner than two weeks following the cremation. These interments are not marked.

Please note that although the term 'scattering' is used, all ashes are buried.

Please ask your funeral director for details of memorials available at Seven Hills or visit our website at http://www.sevenhillsnacton.co.uk/services.

Environmental policy

Disposal of orthopedic implants and metal residues - all metals will be recycled through the RSB Metals Recycling Scheme, based in the UK, with proceeds distributed amongst selected charities. (Orthopedic implants can be retained upon request)

We respectfully request that only natural flowers are placed and removed from any packaging and laid loosely on the ground or placed in vases provided by the crematorium.

Seven Hills Crematorium strives to keep the grounds as natural as possible and to protect our wide variety of wildlife. In order to do this, no personal items or unofficial memorials are permitted, including:

Artificial/silk flowers, personal vases,candles,lanterns, windchimes, ornaments, gravel, fencing, etc.

This is not exhaustive list, full terms and conditions can be found on our website.

Any such items will be removed and disposed of.

Helium balloons, lanterns etc must not be released from the grounds of Seven Hills.

Data Privacy

Seven Hills Crematorium will only use and share data collected by the Funeral Director to enable us to provide the service you have requested. For more details about how we use and store your data please visit our website at http://www.sevenhillsnacton.co.uk/

By Signing this application, you agree to accept our terms and conditions and data privacy as set out on this page.

Application for cremation of the body of a person who has died

Cremation 1
replacing Cremation 1 issued 2018
03.24

This form must be completed by a person who is at least 16 years of age.
Please complete this form in full, if a part does not apply enter 'N/A'.

Part 1 Details of the crematorium

Name of crematorium where cremation will take place

Name of funeral director

Telephone number

E-mail

Full name of the deceased person

The information provided on this form is a legal requirement under the Cremation (England and Wales) Regulations 2008 and will be processed in line with Data Protection legislation. The data will be held by the cremation authority that is carrying out the cremation. It will be held securely, in confidence and processed solely for the purpose of carrying out the cremation and the handling of ashes. You have the right to know what data is held about you and you can, by contacting the cremation authority in writing, receive a copy of that data. The cremation authority is obliged to include in their privacy notice how the information will be held, for how long and how you may make a complaint to the Information Commissioner's Office.

☐ I confirm that all relevant documentation has been provided to the crematorium.

A list of relevant documentation can be found in the guidance at the link below.
https://www.gov.uk/government/collections/cremation-forms-and-guidance

continued over the page

Part 2 Your details (the applicant)

Your full name

Address

Telephone number

E-mail

1. Are you a near relative and / or an executor of the person who has died?
(please tick all that apply)

Near relative means the widow, widower or surviving civil partner of the person who has died, or a parent or child of the person who has died, or any other relative usually residing with the person who has died.

Near relative ☐ Yes ☐ No

Executor ☐ Yes ☐ No

If you answer No to both Near relative and Executor, please give the nature of your relationship and explain why you are making the application rather than a near relative or an executor.

2. Is there any near relative(s) or executor(s) who has not been informed of the proposed cremation? ☐ Yes ☐ No

If Yes, please give the name(s) and the reason(s) why they have not been contacted.

3. Has any near relative(s) or executor(s) expressed any objection to the proposed cremation? ☐ Yes ☐ No

If Yes, please give details including name(s).

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Part 3 Details of the person who has died

Full name

Address

Occupation or last occupation if retired or not in work at date of death

Age at date of death

Sex

☐ Male ☐ Female

Status

☐ married/civil partnership ☐ widow/widower/surviving civil partner ☐ single

1. To the best of your knowledge, what was the date and time of death of the person who has died?

Date

Time

2. Please give the address where the person died.

Address

continued over the page

3. Please give the name, address, e-mail address and telephone number of the medical practitioner(s) who attended the deceased person.

Doctor's name

Address

Telephone number

E-mail

4. Was any implant placed in the body which may become hazardous when the body is cremated (e.g. a pacemaker, radioactive device or "Fixion" intramedullary nailing system)?

☐ Yes ☐ No ☐ Don't know

5. If you have answered Yes to question **4**, please state whether it has been removed.

☐ Yes ☐ No ☐ Don't know

6. If you have answered No or Don't know to question **5**, please give details of the device and its location.

continued over the page

Part 4 Disposal of ashes

The term "ashes" means all the material left in the cremator after cremation, and following the removal of any metal, and any subsequent grinding or other process which is applied to the material.

Applicant's instructions for ashes

Local practices regarding ashes vary and your funeral director or cremation authority will be able to advise you about these.

Please then tick the relevant box to confirm whether you have chosen Option 1, 2 or 3 below for the ashes following this cremation and provide further details in the relevant free text box.

If you choose Option 1 or 2 you may alter your choice, confirmed in writing with your signature, before the cremation authority has made arrangements to implement your chosen option, so please advise your funeral director or the crematorium as soon as possible if you change your mind.

☐ **Option 1: Ashes to be scattered / interred / otherwise dealt with by the crematorium**

Please give further details of your wishes here, from the options offered by the crematorium, for instance where the ashes should be scattered / placed and when; and **whether you wish this to be witnessed or unwitnessed.**

☐ **Option 2: Ashes to be collected from the crematorium**

Please give further details of your wishes here, such as who will collect the ashes (for instance you and / or another family member, the funeral director, or another specified person); and by which date, if known. The person collecting the ashes should bring a form of identification.

☐ **Option 3: Ashes to be held awaiting your decision**

Please give further details of your wishes here, for instance where and for how long the ashes should be held awaiting your decision.

When you have later made a decision, please confirm this, in writing with your signature, to your funeral director or crematorium.

Disposal of metals

☐ Should you wish to dispose of the metals in any other way then please indicate by ticking the box and metals will be returned to you within the cremated remains or separately from them.

See guidance for more details.

continued over the page

Part 5 Recovery of ashes

☐ Despite every effort being made to recover ashes following a cremation, on very rare occasions (particularly with a cremation following an early pregnancy loss) there may be no recoverable ashes. If you have any questions about this, please ask your funeral director or crematorium.

Please tick the box to confirm that you understand this and that you wish to proceed with the cremation.

Part 6 Statement of truth

I apply for the body of the person who has died to be cremated and I certify that I am at least 16 years of age.

I believe that the facts given in this application are true. I am aware that it is an offence to wilfully make a false statement with a view to obtaining the cremation of any human remains.

Print your full name

Signed

Dated

Seven Hills
crematorium

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