

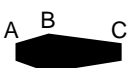

DRAKE MEMORIAL PARK

Haye Road, Plympton, Plymouth PL7 1UQ Tel: 01752 337937 Email: superintendent@drakememorialpark.co.uk

INTERMENT BOOKING FORM

COMPLETED FORMS ONLY WILL BE ACCEPTED (MIN 5 WORKING DAYS PRIOR TO ANY AGREED INTERMENT)

INTERMENT DATE:	INTERMENT TIME:
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<p>BURIAL COMMITAL <input type="checkbox"/></p> <p>BURIAL GRAVESIDE SERVICE <input type="checkbox"/></p> <p>PART C REQUIRED PRIOR TO ANY BURIAL</p>	<p>CREMATED REMAINS <input type="checkbox"/></p> <p>CREMATION CERTIFICATE REQUIRED PRIOR TO ANY INTERMENT. BIO DEGRADABLE ASHES CONTAINERS ONLY</p>
<p><input type="checkbox"/> Full Burial <input type="checkbox"/> Cremated Ashes</p> <p><input type="checkbox"/> Coffin </p> <p><input type="checkbox"/> Casket </p> <p>Coffin/Casket Longest Length:</p> <p>Coffin/Casket Length at Base:</p> <p>Coffin /Casket Width: A: B: C:</p> <p>C/Rs Container Length: Width: Height:</p> <p>For full burials a coffin lowering device will normally be provided unless you indicate that this is not required:</p> <p><input type="checkbox"/> No burial lowering device required</p>	<p style="text-align: center;">PLOT INFORMATION</p> <p>PLOT NUMBER:</p> <p>DEED NUMBER:</p> <p><input type="checkbox"/> First Interment – new plot required</p> <p><input type="checkbox"/> First Interment in Own Plot (Pre-Purchased)</p> <p><input type="checkbox"/> Second Interment</p> <p>For a pre-purchased plot or second interment please obtain the relevant Deed of Grant from the client and forward a copy of its front page to Drake Memorial Park with this form.</p> <p>If this cannot be located please supply as much information as is known about the Deed Holder:</p> <p>.....</p>

Full Names of Deceased
Who died at
Date of Death Date of Birth Age
Full Names & Title of Next of Kin
Address
..... Post Code
Telephone No Relationship to Deceased
Relationship to Deed Holder (existing plot only)

Funeral Director/DMP Company & Branch.....
Funeral Director/DMP/ NOK signature PRINT Date

For Office use only:

For new plot interment	Received & Deed Holder Validity	At Interment
Plot no allocated	Checked by:	Crem Cert OR Part C Received <input type="checkbox"/> Yes <input type="checkbox"/> No
Deed no allocated	Invoice Number	Interment by

Guidance for use of Burial Lowering Device (FULL BURIAL ONLY)

Drake Memorial Park offers the facility of an automatic Casket Lowering Device for burials within the Memorial Park, the use of which is entirely optional for all Funeral Directors. **Please confirm on the Interment Booking Form whether or not you wish to use it.**

There are occasions where the lowering device should not be used. These include:

- Coffins in excess of 28 inches wide, or caskets in excess of 32 inches wide.
- Coffins/caskets in excess of 7 feet long/Less than 5 feet 8 inches Base Length.
- Wicker coffins/caskets OR Coffins with rounded ends.
- Where family members (who are invariably inexperienced) have requested to act as pallbearers
- Where Funeral Directors are unfamiliar with the use of the lowering device
- Where insufficient pallbearers are available to handle the coffin/casket safely

The Park's duty Superintendent will inform the Funeral Director if for any reason the Park will not be setting up the lowering device.

Where a coffin/casket is excessively heavy the Funeral Director must ensure that they have an adequate number of pallbearers employed to transfer it safely onto the lowering device. Pallbearers must be able to lift and be fully in control of the coffin/casket at all times. In our experience 4 bearers are adequate for coffins/caskets up to 6 feet (180cm) long, 24 inches (60 cm) wide and 16 stones (105 kilos) in weight, but at least 6 bearers should be used if any of these are exceeded.

If the duty Superintendent assesses at any point prior to the interment that the pallbearers are unable to use the lowering device safely, he will halt the interment until it is considered safe to proceed. This may delay the interment.

The following points are designed to assist Funeral Directors in the safe use of the lowering device:

- You must ensure that adequate pallbearers are deployed to safely transfer the coffin/casket onto the lowering device, and that they are familiar with its operation.
- You are advised to have lowering straps and cross sticks as per normal burial practice, either by the use of end rings or cross webbing. It is recommended that lowering straps are used to lift the coffin/casket onto and across the lowering device.
- The lowering device is always set up with the end roller situated at the head end of the grave.
- The end roller is designed to assist pall bearers in rolling the coffin/casket safely onto the lowering device and across the place arms.
- The pallbearers must be capable of controlling and taking the weight of the coffin/casket once it has passed the end roller. Failure to do so could cause the coffin/casket to drop in the grave.
- Pallbearers must lower the coffin/casket centrally and evenly across the device onto the green lowering straps. Take care to ensure that the coffin/casket is fully supported by the straps.
- Funeral Directors should ensure there is adequate clearance on all sides prior to lowering the coffin/casket, removing the lowering straps if used.
- No member of the Funeral Director's staff or the public is permitted to place themselves within the lowering device framework. **If the coffin/casket cannot safely be correctly placed on the lowering device, ask for assistance from Drake Memorial Park staff who will always be on hand to assist and advise.**

The lowering switch is located at the head end of the device in the lower right-hand corner.

Initially the switch should be raised/lowered slowly and under control of the Funeral Director or appointed minister to take the weight of the coffin/casket. Once the initial weight is taken the Funeral Director or minister may release the switch fully to allow the coffin/casket to descend into the grave when required.

Once lowered the coffin must not be raised using the lowering device gears as this will severely damage the mechanism.

If you have any questions or concern, or would like familiarisation with the operation and use of the lowering device, please talk to the Park Superintendent or Deputy before the interment.