



West Rainton Cemetery

Mulberry Leaf – Memorial Tree Application



www.westraintonandleamsidepc.gov.uk

Choose your Mulberry Leaf Design

Select **one** of the following images to accompany your inscription:

Heart

☐

Acorn

☐

Ladybirds

☐

Butterfly

☐

Four leaf clover

☐

Cross

☐

Feather

☐

Bee

☐

Robin

☐

Dove

☐

If you don't wish to have an image added please tick this box

☐

Your Mulberry Leaf Inscription

- The inscription will be in silver lettering and can be up to 4 lines.
- Up to 14 characters can fit onto each line. A space counts as a character.
- We will centre the text on the leaf.
- The inscription must be clearly written in block capitals, using the boxes below. **We are unable to accept responsibility for any incorrect inscription due to illegible or ambiguous writing**

Write your inscription IN BLOCK CAPITALS in the boxes below – only one letter or number per box. Leave an empty box in between words/numbers to denote a space in the inscription

LINE 1														
LINE 2														
LINE 3														
LINE 4														

Cost and how to pay

Each Mulberry Leaf costs £180 and is payable on application.

This fee covers a 20 year lease of a leaf on the tree and all inscription charges. This fee is non-refundable once your application has been processed and an order placed.

Please select your payment method

☐

Cheque (only accepted for postal applications, made payable to 'West Rainton Parish Council')

☐

*Bank Transfer

Your Details

Name of Applicant:

Address:

Telephone Number:

Email Address:

Declaration

I declare have read the Conditions of Lease Agreement attached as an appendix to this application form and I agree to be bound by them.

Signature:

Date:

Once complete, return this form to the Parish Clerk either by email to clerk@westraintonandleamsidepc.gov.uk or by post to:

West Rainton & Leamside Parish Council

C/O 62 Trevelyan Place, Peterlee, County Durham SR8 2NL

*If paying by bank transfer the Parish Clerk will contact you to provide details of the required information.

If you have any queries, please contact the Parish Clerk by email or by telephone on 07368 964142. Please note the Clerk works part-time hours. If no answer, please leave a message and he will get back to you as soon as he can.

FOR OFFICIAL USE

Date Received	
Date of cleared funds/Receipt Number	
Date Order placed	
Date Placed on Tree	
Date Applicant Advised	

CONDITIONS OF LEASE AGREEMENT

In applying for an inscribed leaf to be placed on the tree the applicant is entering into a lease agreement subject to the following conditions:

Your order for your leaf will not be placed with our contractor until payment is received. The estimated timescale for your leaf being ready and being placed on the tree is 4 weeks from the date of receipt of your application.

Your leaf will remain on the tree for 20 years from the date it is placed there. (The date of the end of a 20 year lease period)

The lease relates only to the provision and placement of a leaf. The memorial tree upon which the leaf is placed, is provided by and remains the property of the Parish Council and is not included within the lease agreement. No ownership of that item is inferred to, or may be assumed by, the lease holder.

In order that the cemetery is maintained to the highest standard, the Parish Council reserves the right to upgrade or renew the Mulberry tree as required.

At the end of the lease period the leaf will be removed and will be available for collection by the applicant on arrangement with the Parish Clerk. If not collected within a year of being removed it will be sensitively disposed of.

As an alternative to removal, at least 4 weeks prior to the end of the 20 year lease period, the applicant can contact the Parish Clerk to arrange to renew the lease for a further 20 years.

The option to renew the lease agreement after 20 years is subject to payment of 50% of the fee applicable at that time.

The lease holder will advise the Parish Council of any change of address.