



Application for Purchase of a Grave Space

Town Hall, Market Square
Witney, OX28 6AG

Tel: 01993 704379
E-mail: info@witney-tc.gov.uk

Mrs Sharon Groth FSLCC fCMgr
Town Clerk

1. Name: Mr/Mrs/Miss/Ms

2. Address

3. Email

4. Phone

5. Signed

Date

The price to purchase a grave is

£

Please enclose a cheque for the above sum made payable to “Witney Town Council”.
Alternatively, you can pay by debit or credit card in our office or over the phone.

Office Use Only

Cemetery:

Grave No.:

Depth:

Single

Double

Date received:

 / /

Receipt No.:

Please return this form to Witney Town Council, The Town Hall, Market Square, Witney, Oxon, OX28 6AG.

When the application has been processed, a deed for the grave will be sent to you, along with a receipt.

Data Protection Statement

Witney Town Council collects names and contact details to manage its Burial & Cemetery services in compliance with the Local Authorities Cemeteries Order Act 1977.

The Council processes personal data in line with the Data Protection Act 2018 and GDPR. Personal data will be securely stored and retained as per the Council's retention policy for burial records. Data will be used to contact you regarding cemetery matters, and Exclusive Right holder details will remain in the burial register indefinitely. Please notify the Council of any changes to ensure accurate records.

Your name may be shared with funeral directors/Stone Masons for future grave reservation interactions and, with your consent, other family members. No other personal information will be shared unless required by law. **Tick the box to consent to sharing your name for reserved grave interactions with others:**

For more information on your data protection rights and how your data is used, please refer to the Council's data protection policy and privacy notice under Council policies on the website here www.witney-tc.gov.uk/