

EROB Grant Transfer Request Form

1. Full Name of Deceased	<input type="text"/>
2. Date of Death	<input type="text" value="/"/> <input type="text" value="/"/>
3. Executive Rights Grant Number	<input type="text"/>
4. Grave / Cremation Plot Number	<input type="text"/>
5. Full Name & Address of the Current Holder of the Exclusive Right of Burial	<input type="text"/> <input type="text"/>
6. Full Name & Address of Transferee	<input type="text"/> <input type="text"/>
7. Email Address	<input type="text"/>
8. Phone Number	<input type="text"/>

I hereby request that the Exclusive Right of Burial be transferred into my name.

Signed	<input type="text"/>	Date	<input type="text" value="/"/> <input type="text" value="/"/>
Relationship to Deceased	<input type="text"/>		

I enclose my proof of my right to ownership of the grave: (Please tick as appropriate)

Copy of Will <input type="radio"/>	Copy of Probate <input type="radio"/>	Statutory Declaration <input type="radio"/>	Forms of Assignment <input type="radio"/>
Grant of Letters of Administration <input type="radio"/>		Form of Renunciation <input type="radio"/>	

Please return this form along with payment to: Witney Town Council, Market Square, Witney Oxon, OX28 6AG. Payment can be by cheque payable to "Witney Town Council"

Or, alternatively, please make the payment to Sort Code: 20-97-48 Account: 00974935 and use the applicants name and deed number as the payment reference.

e.g. "Mrs E Smith EROB Ref 1234"

I have: Enclosed a Cheque Paid by Bank Transfer Funeral Director to be Invoiced

Payment must be received before the New EROB Grant can be transferred - Please see our fee schedule.

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/