



The Memorial Garden Wall

in Tower Hill Cemetery

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. Applicant's Name:

2. Address:

3. Email Address:

4. Telephone:

Application to Purchase and Erect a Plate on the Memorial Wall

5. Type of plate to be provided: SMALL (3 1/2 " x 2") LARGE (7" x 2")

6. Inscription:

Dated:

Fee: £

Our fee covers the supply, engraving and fixing. Please see our current Schedule of Charges.

Please enclose a cheque for the above sum made payable to "Witney Town Council".

Alternatively, please make payment to Sort Code: 20-97-48 Account: 00974935 and use the applicants surname as the payment reference. e.g. "Mrs E Smith"

Official Use

Payment for Plate Rcvd

Position

Invoice No.

Date Ordered

Receipt No.

Fixing Order

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/