

# MEMORIA



## MEMORIA CARDIFF & GLAMORGAN MEMORIAL PARK & CREMATORIUM

THIS FORM MUST BE FINALISED BY THE PERSON WHO COMPLETED CREMATORIUM FORM 1

Your full name (the applicant)

Full name of the deceased

Port Road East, Barry, Vale of Glamorgan CF62 9PX T. 01446 724040  
E. [memoria@cardiffandglamorganmemorial.co.uk](mailto:memoria@cardiffandglamorganmemorial.co.uk) [www.cardiffandglamorganmemorial.co.uk](http://www.cardiffandglamorganmemorial.co.uk)

## FUNERAL DIRECTOR'S DECLARATION

The signed declaration signifies that the Funeral Director administering the cremation in respect of the body of the person named in Form 1 has complied with the Code of Practice regarding the coffin/casket construction and furnishings. It also signifies that the coffin/casket contains no items which may/will cause a hazard within the cremator or lead to an illegal emission into the air as detailed in the Environmental Protection Act 1990 and relevant guidance notes. If the coffin or casket is over 35" wide, 24" deep and 80" long, enter dimensions below.

Type _____	Width _____	Depth _____	Length _____
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Name of the funeral director making these arrangements

Name _____
Signed _____ Date _____
(insert electronic signature or type your name)

Company name and address

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## SERVICE DETAILS AND POST CREMATION METAL RETENTION

Services begin on the hour and their duration is 60 minutes. This includes 40 minutes in the chapel; 10 minutes to pay respects to the family and view the floral tributes; with a further 10 minutes allowed to clear the site.

Service time slot will be advertised on our website unless box is ticked.

Any special instructions:

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If applicable I accept that following cremation, any metals present will be recovered from the cremated remains and recycled in order to comply with existing legislation, and I give my approval to this procedure. (Further details on this process can be obtained from your local Memoria crematorium). We will endeavour to cremate the deceased on the day of service however there are some circumstances where this is not possible.

If the service is to be recorded my signature also denotes that the minister's consent has been received.

Signature of applicant

(insert electronic signature or type your name)

Please tick here if you have completed this form on behalf of the applicant

Print name

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As part of the process of booking a cremation the company collects and processes personal data relating to the deceased and the applicant. The company needs to process data to take steps to ensure that it is complying with its legal obligations and Government guidelines. Your information will be shared internally for the purpose of dealing with the matters in hand. Your data will not be transferred outside the European Economic Area. The Company takes the security of your data seriously. It has internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by our employees in the proper performance of their duties. Upon the completion of the cremation your data will be stored in a secure

location for 15 years as per the Government guidelines. By signing this agreement, you give us permission to process and store your data as required. We would like to contact you using the details you have given us in this form, with information about similar goods and services that we believe will be of interest to you. If you do not want to receive this information, please let us know at any time at Cardiff Et Glamorgan Memorial Park Et Crematorium, Port Road East, Barry, Vale of Glamorgan CF62 9PX, or email [memoria@cardiffandglamorganmemorial.co.uk](mailto:memoria@cardiffandglamorganmemorial.co.uk), or call us on 01446 724040. For more information about how we deal with your personal data please contact us or you can check our privacy policy on our website [www.memoria.org.uk](http://www.memoria.org.uk).

## MUSIC DETAILS

Name of deceased	
Service details	Date _____ Time _____
Religion/Denomination	
Name of Officiant	
Expected numbers of mourners attending	

Please ensure all music requests are with us 2 working days prior to the funeral.  
 Music to be ordered direct from Obitus on 03333 447 440 [www.obitus.com](http://www.obitus.com)

Entry music	Media ✓	Ordered with Obitus ✓	Organist ✓
Service music	Media ✓	Ordered with Obitus ✓	Organist ✓
Exit music	Media ✓	Ordered with Obitus ✓	Organist ✓
Any additional music information			

## IMAGE OPTIONS - SINGLE PROJECTION

1 x image can be projected above the catafalque for the whole service free of charge. Alternatively, if you would like a hold image on the screens, please select this option under the Memoria Chapel & Media Options section. (Please note, that if you choose a media option it will incur a cost, and images must be sent at least 48 hours in advance). Projected images must be presented to the crematorium 24 hours in advance. Please send all images with the deceased name, age along with the time and date of service to [images@cardiffandglamorganmemorial.co.uk](mailto:images@cardiffandglamorganmemorial.co.uk). Once the image/images have been received you will be sent an email confirming this.

Image type	Details	Price	Please tick ✓
Football logo (we can supply for England, Wales and Scotland divisions)		FOC	
Photograph (personal, family or location etc.)		FOC	
Military badge/emblem		FOC	
Other (please state)		FOC	
To be chosen by Memoria		FOC	
No image to be displayed		FOC	

## LIGHTING OPTIONS

Lighting options: All below options are FOC and must be presented to the crematorium at least 24 hours in advance. Please note, the lighting effect will take place during the committal only. If no colour is selected the default lighting will be set as soft white.

<b>Pelmet/Catafalque lighting</b> Please tick ✓				
Standard lighting <input type="checkbox"/>	Blue <input type="checkbox"/>	Red <input type="checkbox"/>	Green <input type="checkbox"/>	
Yellow <input type="checkbox"/>	Pink <input type="checkbox"/>	Violet <input type="checkbox"/>	Orange <input type="checkbox"/>	Baby blue <input type="checkbox"/>

## MEMORIA SERVICE SELECTION

	Price £0.00	Please tick ✓
Still born up to 18 years: Full or Committal		
Funeral Director/no attendance: No service, Delivery by prior arrangement suitable to both Crematorium and Funeral Director	£515.00	
Funeral Director/no attendance: No service, working day delivery.	£790.00	
Family service: Full or Committal at the following time slots 8:00,9:00,10:00,17:00 to include 1 projected photo or logo included + 5 pieces of music; other extras available at additional cost. Service 40 min max duration.	£790.00	
Premium family service: Full or Committal to include 1 projected photo or logo included + 5 pieces of music; other extras available at additional cost. Service 40 min max duration.	£890.00	
Life celebration service: Full or Committal to include 1 projected photo or logo included + 7 pieces of music; other extras available at additional cost. Service 90 min max duration.	£1,025.00	
Hire of chapel only (no cremation): Service in Chapel only at the following time slots 08:00 - 17:00 to include 1 projected photo or logo included + 5 pieces of music; other extras available at additional cost (Service No cremation) (Service 40 min max duration)	£365.00	
Saturday premium family service: Full or Committal to include 1 projected photo or logo included + 5 pieces of music; other extras available at additional cost Service 40 min max duration.	£1,290.00	
Saturday life celebration service: Attended two-hour service to include 1 projected photo or logo included + 7 pieces of music; other extras available at additional cost. Service 90 min max duration.	£1,495.00	

## MEMORIA CHAPEL & MEDIA OPTIONS

	Yes ✓	No ✓	Price
Organ required? (arrange own organist)			FOC
Crematorium to supply organist?			£55.00
Curtains to be drawn?			N/A
Should religious symbols be removed?			N/A
Single hold image on screens			FOC
Slideshow - Up to 25 photos with a simple fade transition			£65.00
Professional Tribute - as above but set to music and professionally edited into a video-style			£80.00
Family made video - checking & preparation, then shown at a time of your choosing			£25.00
Live Webcam - a high-quality live webcast, viewed via the Obitus website			£65.00
Live webcam - as above but with access to the live webcast for up to 28 days after the service			£80.00
Recordings from Webcam to DVD/Blu-ray or USB (if applicable - tribute included)			£60.00
Downloadable copy of the visual tribute			£20.00

**Additional chapel facilities** - please note, for all services aged 18 or under, we will offer a free live webcast, 1 free photo and slideshow. Alternatively the value of these options can be credited against a more premium option.  
All requests are to be made 48 hours in advance.

## MEMORIA REMAINS OPTIONS

	Yes ✓	No ✓	Price
Are remains to be held by Memoria?			FOC
Are remains to be scattered by Memoria?			FOC
If yes do you wish to be present?			£65.00
Funeral director to collect remains			FOC
Applicant to collect remains			FOC
Family member to collect remains			FOC

Memoria regrets that it cannot accept responsibility for any floral tributes left after the service.