



Whitecourt Cemetery Monument Installation Request

This information is being collected under the Authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*, and Section 37 of the *General Regulation (Cemeteries Act)*, for the purpose of providing cemetery services and maintaining cemetery records. Your personal information is protected by the privacy provisions of the *FOIP Act*. If you have questions about the collection, use and disclosure of your personal information please contact our FOIP Coordinator at administration@whitecourt.ca or 780-778-2273.

Plot Information

Plot Location: Block _____ Plot(s) _____ North Field of Honour Roman Catholic Section
 Plot Size: Single Joint South Field of Honour Non-Denom Section

Name of Deceased: _____
Last First Middle

Monument Information

MONUMENT TYPE Pillow Upright Flat Engraving on Existing Monument
MATERIAL Granite Bronze – flat monuments only (no installation)

DIMENSIONS (in inches)

TABLET: L _____ W _____ H _____
 BASE: L _____ W _____ H _____
 FOUNDATION: L _____ W _____ H _____

Maximum dimensions are listed in Town of Whitecourt Cemetery Bylaw 1506, **Schedule A Monument Guidelines** (see reverse side)

A monument proof must accompany your request

MONUMENT COMPANY COMPLETING WORK

Company Name: _____ Contact Person: _____
 Phone: _____ Email: _____
 Install Date: _____ Time: _____

Individual Authorizing Installation

Name: _____
 Address: _____
Street Address

City Province Postal Code
 Phone: _____ Email: _____
 Relationship to Deceased: _____

Signature

This request is submitted for the approval and installation of a monument according to the information given above. The undersigned acknowledges and agrees to the terms and conditions as set forth in the Town of Whitecourt Cemetery Bylaw 1506 relative to the installation of monuments.

Signature: X _____ Date: _____

Approval (Office Use Only)

Signature: X _____ Date: _____
 Print Name: _____ Title: _____

Schedule A

Monument Guidelines

All monuments must be granite except for flat monuments which may also be made of bronze. Design and dimensions to be approved by Supervisor.

1. Definitions

- 1.1 Flat monument is a monument made of granite or bronze, set flush in the ground so that the face of the monument is flush with the ground, with a foundation border.
- 1.2 Pillow monument is a style of monument made of granite that is either flat or sloped from back to front and may sit on a granite base.
- 1.3 Upright monument is an upright structure made of granite, traditionally set on a granite base.

2. Dimensions

Pillow Monuments:	Length Maximum	Width Maximum	Height Maximum
Base: *not to be less than 4" nor more than 12" longer or wider than the tablet.	48"	18"	8"
Tablet:	As allowed by the base size, with a maximum height of 24".		
Upright Monuments:	Length Maximum	Width Maximum	Height Maximum
Base: *not to be less than 4" nor more than 12" longer or wider than the die.	48"	18"	8"
Tablet:	As allowed by Base	6"	24"
Flat Monument within plot	Length Maximum	Width Maximum	Depth Maximum
Foundation with 3" border	48"	18"	4"
Tablet:	45"	15"	2"

3. Niche Fronts

- 3.1 Shall be engraved in Modified Roman font
- 3.2 Shall contain:
 - a. Surname;
 - b. Given name(s);
 - c. Year of birth; and
 - d. Year of death.