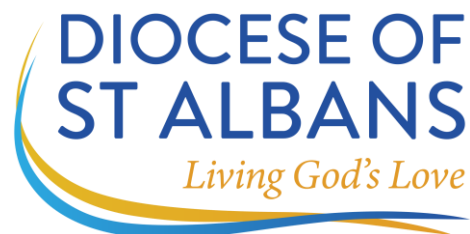


**IN THE CONSISTORY COURT OF THE DIOCESE OF
ST ALBANS**



PETITION FOR A FACULTY FOR THE INTRODUCTION OF
A MEMORIAL INTO A CHURCHYARD

Benefice:

Church/churchyard:

A. Details of Petitioner(s)

Full name(s):	
Address: Please use and attach separate sheet if necessary	

B. Details of proposed memorial:

Full name of person to be commemorated:	
Date of burial:	
Relationship of Petitioner(s) to person to be commemorated :	
Part of churchyard in which grave is situated (and reference on churchyard plan, if known):	
Measurements of memorial:	
Type of material to be used:	
Description of decoration (if any):	
Wording of inscription:	
Type of lettering:	

Name and address of monumental mason:	
Please specify any special reason for choice of memorial and/or inscription:	
Any other matters or comments in support of the choice of memorial and/or inscription not mentioned above (please use separate attached sheet if appropriate):	

C. Note

A full sketch, diagram and/or photograph of the proposed memorial with dimensions, showing ground level, should be attached to the application. A photograph of the area of the Churchyard showing the relevant grave and adjacent graves and memorials, should also be attached.

D. Declarations:

I/We hereby petition for the grant of a Faculty to authorise the erection of a memorial in the churchyard
of _____

I/We certify that the information contained in this Petition is true to the best of my/our knowledge and belief.

I/We herein undertake that if a Faculty is granted the memorial will be erected in exact conformity with its description in this Petition. I/We have read the current edition of the Regulations relating to the Churchyards, issued by the Chancellor of the Diocese.

I/We consent/do not consent (*delete as applicable*) to the Chancellor determining this petition solely on the basis of the information contained in and attached to this Petition, without further reference to me.

Signature of Petitioner(s)

Dated

.....

.....

Notes to Intending Petitioners

The current (2026) basic application fee for the lodging of a Faculty Petition is £362.40. Further fees may be due as the Petition progresses in accordance with the current Ecclesiastical Judges, Legal Officers and Others (Fees) Order, for example, if the Petition is opposed or a full written Judgment is handed down. If paying by cheque, please make it payable to "St Albans Diocesan Registry". If you wish to pay by BACS, please inform us of this when submitting your application and we will provide you with the details. In addition to the fees payable to the Court, it is the usual policy of the Court to order that the usual fees be paid for the monument as per the current Parochial Fees Order.

The document and any accompanying attachments should be returned to the Registrar at St Albans Diocesan Registry, Winckworth Sherwood LLP, Arbor, 255 Blackfriars Road, London SE1 9AX StAlbansRegistry@wslaw.co.uk

**SUPPLEMENTARY INFORMATION TO BE SUPPLIED BY
INCUMBENT, PRIEST-IN-CHARGE (or, if none, the Rural Dean):**

Have you any comments to make about the proposed memorial or inscription:	
What is the view of the Parochial Church Council about the suitability of the proposed memorial in this part of the Churchyard? Please set out or attach a certified copy of the resolution in full:	
What is your view about the suitability of the proposed memorial in relation to the fabric of the Church?	
Are there any other similar memorials in the vicinity of this grave? If so, how many?	

Will this memorial hamper the cutting of the grass or maintenance of the Churchyard generally?	Yes ☐ No ☐
Has the Parochial Church Council any plan for the removal of tombstones?	Yes ☐ No ☐
Has the P.C.C. adopted any Rules over and above the Diocesan Regulations? If so, please attach a copy of these Rules.	Yes ☐ No ☐
Have you any other comments to make on this Petition?	

Declaration: I certify that the information provided above is true to the best of my knowledge and belief.

Name:

Signature:

Position:

Dated:

NOTES:

1. If the PCC has had approved by the Chancellor any Rules over and above the Diocesan Regulations, please enclose a copy of such Rules.
2. The Incumbent and PCC may waive the memorial fees in a particular case, but the Archbishops' Council's advice is that the power to waive fees should only be exercised in cases of clear financial hardship.