

NEWPORT PARISH COUNCIL

GRANT OF EXCLUSIVE RIGHT OF BURIAL - Glossary of Terms

Form of Assignment

Used by a living owner to transfer or change the ownership of the exclusive Rights of Burial i.e. to transfer to new owner or add an additional owner.

Grant of Probate

Granted to the executor(s) of a Will once a document has been proven in Court. To be legally acceptable we must see a "SEALED" Grant, i.e. it must bear the embossed seal of the court.

Letters of Administration

When a deceased person dies intestate then the next of kin can apply to the Courts to be made Administrator of the estate. An Administrator receives the same powers to administer the estate of the deceased as an executor.

Form of Assent of Executor or Administrator

The form used to transfer ownership from an executor or administrator after ownership has been transferred into their name by production of Probate or Letters of Administration.

Statutory Declaration

The form used to transfer ownership from a deceased owner when no official documents have been issued. Declarations can be either based on a Will that did not go to probate, claiming ownership by the executor, or by the Next of Kin if the deceased left no will.

Form of Renunciation

Used together with a Statutory Declaration when grave ownership is being claimed by more than one person i.e. the deceased may have three children and next-of-kin, and one or more of those children wishes to give up their Rights to the ownership.

Certificates

All certificates supplied with transfer of rights applications must be either originals or certified copies.

Fees

All charges and fees for interments and purchase of grave spaces must be paid for at the time of the order, unless agreed otherwise. All fees for memorials must be paid prior to their erection. Cheques are payable to Newport Parish Council.

Blank copies of the forms detailed may be obtained from the Clerk to Newport Parish Council Tel: 07928 815242 or email clerk@newportpc.org.uk

Please note, however, you should seek your own independent legal advice regarding your circumstances and completing of the forms. You are responsible for ensuring that the correct form has been completed and all details contained in it are correct.