These forms will be sent direct to the artist for copying into the Books of Remembrance, therefore please carefully check your text as mistakes cannot be rectified later. The Council reserves the right to vary any inscription where necessary or refuse an entry which is considered unsuitable.

Entries to the Books of Remembrance will be prepared so that they may be viewed on the first anniversary required provided that an application is received as follows;

must be received by 1 October

Please send completed forms to Benhall Mill Road Royal Tunbridge Wells Kent TN2 5JJ

For Office Use Only.

January, February, March

Cremation Number: Agreement Number:

Receipt Number: Entry under: Day Month Volume

These forms will be sent direct to the artist for copying into the Books of Remembrance, therefore please carefully check your text as mistakes cannot be rectified later. The Council reserves the right to vary any inscription where necessary or refuse an entry which is considered unsuitable.

Entries to the Books of Remembrance will be prepared so that they may be viewed on the first anniversary required provided that an application is received as follows;

January, February, March
April, May, June
July, August, September
October, November, December
must be received by 1 January
must be received by 1 April
must be received by 1 July

October, November, December	must be received by 1 July	
Name of deceased:		Date of death:
Full Name (print): Mr/Mrs/Miss/Ms:		
Address:		
Home phone:	Mobile:	
E-Mail:		
Signature:	Date	e:

Please send completed forms to Benhall Mill Road Royal Tunbridge Wells Kent TN2 5JJ

For Office Use Only.

Cremation Number: Agreement Number:

Receipt Number: Entry under: Day Month Volume



ROYAL TUNBRIDGE WELLS

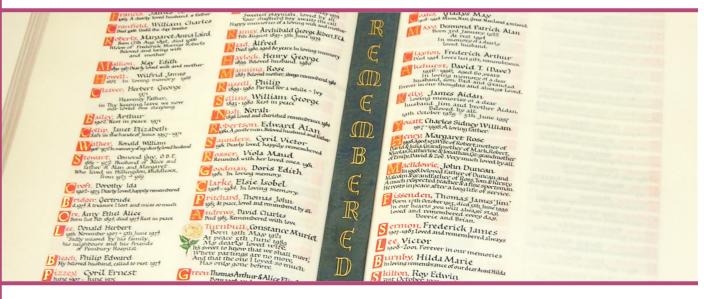


CREMATORIUM MEMORIAL BOOKS OF REMEMBRANCE





ROYAL TUNBRIDGE WELLS



CREMATORIUM MEMORIAL
BOOKS OF REMEMBRANCE



Displayed in their own room within the crematorium building, the Books are in four volumes, each covering three months of the year, and are hand made using traditional bookbinding techniques.

The vellum bindings bear the borough coat of arms hand painted in full colour, and is richly embellished with gold leaf tooling and semi-precious stones.

Two pages are allocated to each day of the year and the Books are displayed open at the appropriate day within a protective glass cabinet so that each entry can be seen on each anniversary.

The memorial entries are carefully inscribed by highly skilled craftsmen with the wording of your choice, under either the date of death or other date you may request.

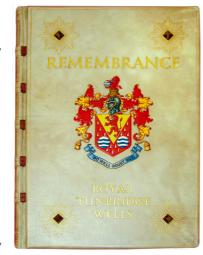
The first line, decorated with a red painted square and a gold-tooled capital consists of the surname and first names together with any title or decoration. Following lines are for dates as required and wording of your choice. A minimum entry is of two lines, then five or eight lines.

With entries of five or more lines a hand-painted emblem may be included. This could be a floral emblem, animals or birds, badges of societies and organisations, regimental badges, crests and coats of arms. All emblems are individually designed and hand painted, each is a unique piece of artwork.

Copies of inscriptions in the Books of Remembrance can be made as a personal memento for friends and relatives in the form of Memorial Cards or Miniature Books of Remembrance.

The folded Memorial Card (119x168mm) is provided in a protective wallet and contains an exact copy of the original entry.

The Miniature Book of Remembrance (203x152mm) has a full binding in simulated white vellum. The cover is blocked in gold to represent the actual volume and contains high quality paper pages on which a copy of the entry is penned onto the centre page.



The miniature book can be inscribed with further entries and comes in a protective presentation box.

Payment is required by card over the telephone on 01892 523894 or in person at the Crematorium office.

Displayed in their own room within the crematorium building, the Books are in four volumes, each covering three months of the year, and are hand made using traditional bookbinding techniques.

The vellum bindings bear the borough coat of arms hand painted in full colour, and is richly embellished with gold leaf tooling and semi-precious stones.

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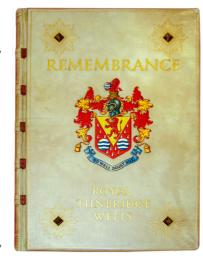
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GUIDELINES FOR COMPLETING THE INSCRIPTION

Books of Remembrance

- 1. Each Book of Remembrance has a date and month displayed at the top of each page. If you require the year to be shown then this must be included within your text.
- 2. Each small square represents one letter, number, character or space. Don't forget to include spaces in your text.
- 3. Do not utilise the greyed out squares on each line if you require a picture or emblem as part of a five or eight line entry.
- 4. If an illustration/picture is required please enclose a picture or description of what you require. We cannot accept photos of the deceased for copying.

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Date entry is to be displayed under: Day Month Illustration required: Yes / No																												
Please describe required illustration, or enclose a reference picture for the artist:																_												
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