



**IN THE CONSISTORY COURT  
OF THE DIOCESE OF CHICHESTER**

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

**PARISH OF:** \_\_\_\_\_

**A. Details of Petitioner**

Full name:	
Address:	

**B. Details of proposed memorial:**

Full name of person to be commemorated:	
Date of burial:	
Relationship of Petitioners(s) to person to be commemorated :	
Part of churchyard in which grave is situated:	
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:	
Any special reason which the Petitioner wishes to give for choice of memorial and/or inscription:	

**C. Full sketch and/or photograph of memorial with dimensions, showing ground level, to be drawn on or attached to this page. A photograph of the area of the Churchyard showing the relevant grave and adjacent graves and memorials, should also be attached.**

**D. Declarations:**

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

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

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

**I consent/do not consent (*delete as applicable*) to the Chancellor determining this petition on the basis of the information contained in and attached to this Petition.**

Signature of Petitioner

Dated

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The document should be returned by email to the Diocesan Registry [ChichesterRegistry@wslaw.co.uk](mailto:ChichesterRegistry@wslaw.co.uk) Alternatively, hard copies can be posted to Chichester Diocesan Registry, Winckworth Sherwood LLP, Arbor, 255 Blackfriars Road, London SE1 9AX

**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 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 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?	
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**Declaration:** I certify that the information provided above is true to the best of my knowledge and belief, and that I have sent a copy of this supplementary information to the Petitioner

**Name:** .....

**Signature:** .....

**Position:** .....

**Dated:** .....

**Notes to Intending Petitioners**

**Fees**

The current (2024) basic application fee for the lodging of a Faculty Petition is £327.40. 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 “Chichester 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.