

## Transfer of Ownership Form of Renunciation

This 'Form of Renunciation' must be delivered to the Worthing Crematorium, Cemetery Section, Horsham Road, Findon, Worthing, West Sussex BN14 0RG

This form must be completed in **BLOCK CAPITALS** in ink and be fully and accurately stated.

For assistance in completing this form or to request a hard copy please call 01903 872678 or email [cemetery@adur-worthing.gov.uk](mailto:cemetery@adur-worthing.gov.uk)

The fee for this service can be paid either over the telephone or via an online link. Receipts will be emailed following all forms of payment.

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### Guidance notes for completing a Form of Renunciation

Burial Law (Local Authorities Cemeteries Order 1977) states that no burial may take place in a grave and no memorial may be placed on a grave without the written permission of the grave owner during the period of the Exclusive Rights, excluding the burial of the grave owner.

The Council's Statutory Registers contain the details of the registered owners of the Exclusive Right of Burial. It is important that owners keep safe their Deed of Grant as this is a legal document containing the grave details to which the Exclusive Right of Burial applies. The Council issues this document when the grave is first purchased and it should be produced for each burial. Possession of the Deed does not in itself signify ownership of the Exclusive Right of Burial.

A situation often arises where registered owner(s) are deceased and other family members wish to arrange a further burial to take place in the grave, or for an additional inscription to be placed on the memorial.

If there is more than one person who owns the Exclusive Right of Burial in a specified grave, or there is more than one person entitled to claim ownership, then each person is required to give their consent for further burials. This can often lead to delays in arranging burials or family disputes and it is often easier for one member of the family to become the registered grave owner. To do this all those owners, or persons with a claim to ownership, will need to renounce their entitlement in favour of one person.

The Statutory Register of grave ownership will be updated following the transfer of ownership.

### Form of Renunciation

This form is used together with a Statutory Declaration when the ownership of the Exclusive Right of Burial is currently owned or claimed by more than one person and one or more of the owners wish to renounce their Rights to the ownership in favour of another person.

### Statutory Declaration

This is used to transfer ownership of the Exclusive Right of Burial from a deceased owner when no official documents have been issued. Declarations can either be 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.

## Section 1. Renunciation

I / We, the undersigned, hereby renounce all my / our interest and title in the Exclusive Right of Burial described in the Register for the Deed of Grant referred to below, and desire that the said Exclusive Right of Burial, subject to the conditions on which I / we held the same immediately before the execution hereof, shall be vested in the individual / individuals named below.

Name of Cemetery	
Grave Space Reference Number	Deed of Grant Number

## Section 2. Current Owner(s)

### Current Owner 1

Title	Surname	First name	Other name(s)

Owner Address	

Tel		Email	

Signature of Current Owner 1	

### Current Owner 2

Title	Surname	First name	Other name(s)

Owner Address	

Tel		Email	

Signature of Current Owner 2	

### Current Owner 3

Title	Surname	First name	Other name(s)

Owner Address	

Tel		Email	

Signature of Current Owner 3	

<p><b>This form should be attached to a Statutory Declaration form before the declaration is made. Reference to this form should be made within the declaration.</b></p>
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### Section 3. Assigned to New Owner(s)

#### New Owner 1

Title	Surname	First name	Other name(s)

Owner Address	
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Tel		Email	
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I have read the leaflet 'Exclusive Right of Burial – Your rights and responsibilities' and further agree to comply with the Cemeteries Regulations.

Signature of New Owner 1	
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#### New Owner 2

Title	Surname	First name	Other name(s)

Owner Address	
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Tel		Email	
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I have read the leaflet 'Exclusive Right of Burial – Your rights and responsibilities' and further agree to comply with the Cemeteries Regulations.

Signature of New Owner 2	
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#### New Owner 3

Title	Surname	First name	Other name(s)

Owner Address	
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Tel		Email	
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I have read the leaflet 'Exclusive Right of Burial – Your rights and responsibilities' and further agree to comply with the Cemeteries Regulations.

Signature of New Owner 3	
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**This form should be attached to a Statutory Declaration form before the declaration is made.  
Reference to this form should be made within the declaration.**