**IN THE CONSISTORY COURT OF**

**THE DIOCESE OF LEEDS**

PETITION FOR A FACULTY FOR

INTRODUCTION OF A HEADSTONE INTO CHURCHYARD

Approved by the Chancellor pursuant to rules 5.3(3)(c) and 20.6(2)(a)(iii)

of the Faculty Jurisdiction Rules 2015



**Part A.** *To be completed by the Applicant and the Memorial Mason*

|  |  |
| --- | --- |
| Name of Churchyard  |  |
| Full name(s) of Applicant(s):Address:Email:Tele No:  |  |
| Name of Monumental Mason |  |
| Address:Email:Tele No: |  |
| Type of Memorial |  |
| Size of Memorial and Base |  |
| Type of stone or other material to be used  |  |
| Surface finish |  |
| Description of any carving or decoration |  |
| Wording of inscription |  |
| Style, size and colour of lettering  |  |

*Please provide a full sketch of memorial showing ground level and height above ground level, width, depth and all*

*other material dimensions. The sketch should also show the method of stabilising whether by a ground anchor or otherwise.*

|  |
| --- |
|  |
| 1. I/We undertake that if you grant permission the proposed monument, when erected, will conform with the description above and also to indemnify you or your successors against all costs and expenses to which you or they may be put if the monument is not so erected.
2. I/We undertake for myself/ourselves and our successors to be responsible for the maintenance and stability of the monument

Dated:……………………………….. Signed……………………………………………………………….. Applicant(s)I/We repeat paragraph 2 above and give you and your successors the same undertaking as is given by the applicant(s) in paragraph 3 above.Dated:………………………………. Signed………………………………………………………………….. Monumental Mason    |

***Prior to determining any petition for the introduction of a headstone, the Chancellor will seek the views of the Incumbent and Parochial Church Council. To speed up the process, applicants are at liberty to approach the Incumbent and PCC secretary and to attach their responses to this petition****.*

 **Notes to Intending Applicants**

**Fees**

The current (2024) basic fee for the lodging of a Faculty Petition is £327.40 to be made payable to Lupton Fawcett LLP. Further fees may be due as the Petition progresses in accordance with the Ecclesiastical Judges, Legal Officers and Others (Fees) Order 2023, for example, if the Petition is opposed or a full written judgment is handed down.

**The document should be returned to the Diocesan Registry, 2 The Embankment, Sovereign Street, Leeds LS1 4BA**