

Cheshire West & Chester Council

Casket burials

We are able to accept caskets for burial in the following circumstances:

1. The deceased person was a resident of Cheshire West and Chester
2. The person arranging the burial (the applicant) is a resident of Cheshire West and Chester
3. The deceased person was a close relative of someone already buried in the cemetery

If you wish to arrange a casket burial please make sure that at least one of the circumstances above applies, otherwise we will not be able to accept your request. In addition please note a maximum permitted size of 7ft 6" x 2ft 9" applies.

Please provide original documents with your application form to prove that one of the circumstances applies. If you are unable to provide the supporting documents then unfortunately we will not allow a casket burial to take place. Instead you may wish to consider opting for an alternative coffin size or to wait until you have had opportunity to supply the documents.

The completed forms and all of the supporting original documents should be submitted as far in advance as possible. This is so your application can be checked and grave preparations can be made in good time. The latest that we can accept application forms is 48 working hours before the scheduled date of the funeral. We strongly advise that you do not leave it to the last moment as the preparation time required for a casket burial is greater than for other types of burial.

Your funeral director will be able to assist with the completion of the forms.

Who is a close relative?

A mother, father, sister, brother, wife, husband, civil partner, daughter, son, grandparent, grandchild, parent-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, step parent, step child, step sister, step brother, foster child, legal guardian

Which original documents will be accepted?

You are only required to supply original documents to prove that one (not all) of the qualifying criteria applies.

If the deceased or you (as the applicant for the burial) is a resident of Cheshire West and Chester, you should include at least one of the following original documents with your application:

- Bank, building society or credit union statement (dated within the last 3 months)
- A gas, electricity or water bill dated within the last 3 months
- Council tax bill or Council tax payment book for current year
- Tenancy agreement from a housing association (less than 12 months old)
- Tenancy agreement from a Council (less than 12 months old)

- Letter from the Benefits Agency (less than 12 months old)
- Valid full UK photocard Driving Licence

Where the deceased is a close relative of someone already buried in the cemetery you should include with your application all of the original documents to prove this connection.

The documents required will vary according to the situation, but should be from the following list:

- Birth certificate
- Marriage certificate
- Civil partnership certificate
- A letter from the fostering service who has appointed the foster parent
- A letter (with the embossed seal of the Court) from the Court who approved a petition for legal guardianship

If you have a query about casket burials please contact a member of the cemeteries and crematorium team:

- **Email:** crematorium@cheshirewestandchester.gov.uk
- **Telephone:** 01244 972428
- **Post:** Blacon Cemetery, Blacon Avenue, Chester, CH1 5BB.