



email: burials@rutland.gov.uk

Please sign and post to:

Cemetery Office,
Rutland County Council,
Catmose, Oakham, Rutland,
LE15 6HP

Application to Pre-Purchase of Exclusive Right of Burial for 99 years Oakham Cemetery

Please specify in which section the grave space is to be allocated:

- New Roman Catholic Section
- Lawn Church of England Section

Particulars of Grave:

- Single grave up to five (5) feet in depth
- Child's Grave* (*A person under the age of eighteen years)

The Council recommends up to a maximum of three people hold the Exclusive Rights to the burial plot.

Please complete in full and print clearly.

Full name & address of purchaser	Applicant signature	Date
		Contact telephone number & email
Full name & address of purchaser	Applicant signature	Date
		Contact telephone number & email
Full name & address of purchaser	Applicant signature	Date
		Contact telephone number & email

Cheques to be made payable to Rutland County Council

For office use only

Receipt number _____

Date of receipt _____

Fees paid

Resident _____

Non Resident _____

Register:

Book _____

Page _____

In order to comply with the Data Protection Act and the General Data Protection Regulation (GDPR), which comes into effect in May 2018, we have to provide you with information about the personal data you give to us. This information is set out below:

Rutland County Council is the data controller for the personal information you may provide. You can contact us by phone on **01572 722577**, via email to dataprotection@rutland.gov.uk or by writing to us at **Data Protection, Catmose House, Oakham, Rutland. LE156HP**

Your information will be used so that we can administer burials at Oakham Cemetery and maintain accurate records of the Grant of Exclusive Right of Burial or the Reservation of a plot in Oakham Cemetery.

Your personal data may be shared with other teams within the council in order to provide a service to you, to ensure our records are kept up to date or otherwise where we are required to do so under other legislation. We may share the data with third parties if we are required by law to do so, this may include the Police or Government Agencies. We will not sell your data or use it for marketing purposes without your consent.

We will keep your data for 99 years. This is in accordance with current legislation.

You have the following rights under the GDPR. Please note not all of these rights apply to all processing. Further details on each right can be found on our website (<https://www.rutland.gov.uk>)

- *The right to be informed.*
- *The right of access.*
- *The right to rectification*
- *The right to erasure*
- *The right to restrict processing*
- *The right to data portability*
- *The right to object*
- *Rights related to automated decision making, including profiling*

Rutland County Council would like to contact you to provide you with information on other Council Services. If you consent to us contacting you for this purpose please tick here.

If you are not happy with the way the council is handling your personal information you have the right to lodge a complaint with the Information Commissioner's Office.