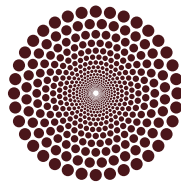


Use from 1st April 2023



Cannock Chase  
Crematorium

Cremation number:  
Crematorium use only

## Service Details Form

To be completed in addition to application for cremation form 1

Name of Deceased:

Day and Date of Service:  Time:

(please tick appropriate box)

Sunrise Service (unattended no service)

Simple Service (9.30am)

Serenity Service (10am or 10.45am)

Celebration of Life (full adult service)

Committal Only Service

Memorial Service (no cremation)

Other (please specify)

Person conducting the service:

Faith if any:

Private no information service?

Please visit [obitus.com](http://obitus.com) to make your selections for music, visual tributes, webcasting and recording.

During committal, do you wish the voile curtain to (please tick) close:  remain open:

Special instructions: please use this space to list any special requirements for the service the family may have

MEMORIAL OPTIONS: We know that for many families choosing a lasting memorial tribute to someone special is an important way for them to remember and grieve. Our dedicated staff can guide you through the many options available in our grounds to create a lasting tribute. Please indicate if you are happy for us to contact you and by what means:

I am happy for you to contact me by: Post:  Email:  Phone:

Email address:

METAL RECYCLING: Cannock Chase Crematorium is a member of the Institute of Cemetery and Crematorium Management's metal recycling scheme, whereby residual metal items such as orthopaedic implants and screws used in the construction of the coffin are retained to be recycled. The money raised, after transport and processing costs have been deducted, is donated to local charities. For details of the charities we support please visit [cannockcrematorium.co.uk](http://cannockcrematorium.co.uk)

I do give consent for metals to be recycled  I want to have the metals returned to me

A GREENER FUNERAL SERVICE: Cannock Chase Crematorium is committed to delivering services in the most sustainable way, minimising the impact of all areas of our work on the environment. Along with other UK crematoria we are looking to use our cremator equipment efficiently to minimise the wastage of natural resources. We reserve the right, on occasions, to schedule the cremation the morning following the service. We hope you will consent for us to carry out the cremation in the most environmentally sensitive way possible while taking the greatest care of your relative.

I understand that the cremation may take place the morning following the funeral service and give my consent

It is my wish that the cremation takes place the same day and I have booked a morning funeral service

Name (block capitals):  Relationship to deceased:

Signed:  Date:

**Cremation number:**  
Crematorium use only

# Instruction to funeral directors

All information provided will be processed in line with current data protection legislation.  
Requests for information we hold can be made by contacting us by letter.

In accordance with the Institute of Cemetery and Crematorium Management's 'Guiding Principles for the Charter for the Bereaved' all cremation will take place within 72 hours of the service taking place and where cremation may not be carried out on the same day, the Applicant for Cremation shall be notified, and authorisation sought to hold over the deceased for cremation at the earliest possible opportunity.

**CONSTRUCTION OF THE COFFIN:** The coffin must be made of wood or a wood by-product which, when placed in a cremator and subjected to the accepted cremation process, is easily combustible and which does not emit smoke, give off toxic gas or leave any retardant smears or drips after final combustion. No metal furniture or fittings whatsoever shall be used on a coffin for cremation. No metal of any kind shall be used in the manufacture of such coffin except as is necessary for its safe construction and then only metal of a high ferrous content. The coffin must have a solid wooden base. Cross pieces must not be attached to the bottom of the coffin. If it is desired to strengthen the bottom of the coffin, wooden strips may be placed lengthways for this purpose. The coffin must not be painted or varnished but may be covered with a suitable cloth. Products manufactured in polyvinyl chloride(PVC), melamine, chlorinated plastic packaging, polyamidoamine-epichlorhydrin based resin (PAA-E), lead or zinc must not be used in the construction of the coffin or its furnishings. The use of polystyrene must be restricted to the coffin nameplate only in which case it must not exceed 90 grams in weight.

**LINING OF THE COFFIN:** The use of sawdust or cotton wool must be avoided. If circumstances require, suitable sealing material may be used, but no metal, rubber or polyvinyl chloride will be permitted and on no account should pitch or similar substances be used.

**SIZE OF THE COFFIN:** The external dimensions of a coffin must not exceed 2400mm (94 inches) in length, 1015mm (40 inches) in width and 500mm (20 inches) in depth. Maximum weight permitted is 250Kg (40 stones).

For coffins close to these dimensions please contact the crematorium when booking the service.

We confirm that the coffin to be presented for cremation at the above stated date and time has been constructed in accordance with these instructions. We further agree to meet ALL requisite fees in relation to the aforementioned cremation. We further agree to reimburse Cannock Chase Crematorium all reasonable costs should the cremation be delayed or cancelled due to our failure to provide the necessary documentation as stated above.

**Coffin type:**

**Coffin dimensions:**

**Funeral director name:**

**Phone number:**  **Name of arranger:**

**Arranger signature:**

Please complete this form together with the appropriate Application for Cremation Form, fully and correctly, and return to us by 10am two working days prior to the date of the service, together with the Certificate of Registration of Death and any additional medical paperwork as required.

We are happy to receive scanned copies provided the forms include original handwritten signatures or digital signatures. Please email all forms to: [papers@cannockcrematorium.co.uk](mailto:papers@cannockcrematorium.co.uk) or deliver to Cannock Chase Crematorium Office, Norton Road, Heath Hayes, Cannock, WS12 3HJ.