

# BUCKINGHAM TOWN COUNCIL CEMETERIES MANAGEMENT



## Right of Burial Deeds

The Right of Burial deeds are the property of the purchaser of the grave and identify the owner of the grave. The deed is valid for 99 years, and gives the owner, for the term of the deed, the following rights and responsibilities:

- 1 The **right** to decide who is buried in the grave, and the **right** to erect a memorial within the specification laid down in the cemetery rules
- 2 The **responsibility** of maintaining the grave and the **responsibility** of maintaining the memorial in a safe state of repair

### Transferring the right of burial deed

The deed forms part of the owner's estate, so please keep it in a safe place and make sure that the executors or the legal next of kin knows where it is kept.

If specified in the will - the deed is transferred to the named recipient. A copy of the will or sealed letter of probate is produced and authorised by the Town Council. A deed is then issued in the new owner's name.

If not specified in the will - the grave is transferred to the legal next of kin or recipient of the estate. A copy of the will or sealed letter of probate is to be given to the Town Council. If neither is available then a statutory declaration witnessed by a Commissioner of Oaths is required. A deed is then issued in the new owner's name.

Did the deed owner leave a will?			
Yes		No	
Was Probate obtained?		Were Letters of Administration Obtained?	
Yes	No	Yes	No
Supply a sealed copy for registration	Statutory declaration based on the will	Supply a sealed copy for registration	Statutory declaration signed by legal next of kin and one member of the deceased's family

**Reassigning the Right of Burial Deed** - The owner can at any time reassign the Right of Burial Deed by way of a deed of transfer, which also needs to be signed by a member of the deceased's family

**Change of address** - The Town Council needs to be informed when the registered owner changes address. The deed needs to be returned to the Town Council who will reissue the amended document.

**Fees** - An administration fee may be charged by the Town Council for the transfer or reassignment of the deed. However, **no** fee will be charged for changing the registered owners address.

For further information or a copy of the cemetery Handbook please contact:

Buckingham Town Council  
The Buckingham Centre, Verney Close, Buckingham. MK18 1JP. Tel: 01280 816801; Fax: 01280 816426; Email: cemetery@buckingham-tc.gov.uk