Summary of Burial and Cremation Forms

Preliminary Application for Cremation
The form should be completed by the person making arrangements and provides us with the information and instructions we require, in writing.

The reverse of the form details our requirements concerning coffin size and construction for cremation. This form must be delivered to the crematorium 24 hours after making a booking.

Application For Cremation (Form A)
This form must be completed by the nearest surviving relative or executor. If not, a reason why some other person has applied must be given. A householder known to the applicant must countersign the form.

All questions must be answered. This form must be delivered to the crematorium by 9.30am the working day before the funeral.

Certificates B & C (Medical Forms)
You must notify the deceased's doctor, who attended their last illness and tell them you are arranging a cremation. Whether a GP or hospital doctor, they will obtain these forms and complete them for you. There is normally a fee charged by the doctors for completing the forms, details of the cost can be obtained from the cemetery office in Sutton Road Cemetery or any local funeral director. On some occasions, the doctor will only need to complete form B if he/she knows the results of a post-mortem. These doctors' forms are provided by the crematorium as a double page spread, with form F on the back page. We will complete form F after you have returned the completed forms B & C to us.

All questions must be answered. This form must be delivered to the crematorium by 9.30am the working day before the funeral.

Coroner's Certificate for Cremation (Form E)
If a doctor reports the death to the Coroner, this will usually necessitate a post-mortem being organised, and possibly an inquest. Reporting the death in this way is quite usual and you should not be alarmed. A Form E will be issued (free of charge) and you will not need to pay doctors to complete forms B & C, as previously outlined, as they shall not be required. The Coroners Officer will keep you informed of progress by the Coroner. Sometimes Form E is sent directly to the registrar from the Coroner's office but you may be asked to deliver it together with the application for cremation (Form A)
Authority to Cremate (Form F)
All forms and certificates will be presented to the Medical Referee who will complete Form F to authorise the cremation. When he has checked all the documents he will approve the cremation going ahead.

Notification by the Coroner (Pink Form 100)
If the death is referred to a coroner but there is no inquest he may issue a Pink Form (Form 100) which gives the cause of death so that the death can be registered. Sometimes this form is sent directly to the Registrar from the Coroner's office but you may be asked to deliver it.

Burial Authority Form
The form should be completed by the person making arrangements and provides us with the information and instructions we require, in writing. If the burial is to take place in an existing grave then the Deed of Grant of Exclusive Right of Burial needs to be produced. If this is not possible then an Indemnity should be completed and signed by someone authorised to do so. Other documents may need to be completed prior to burial being permitted. Advice is available from the crematorium office.

Coroner's Order for Burial - Form 101
The Coroner's Order for Burial - Form 101 is issued if there is an inquest and the body is to be buried.

Registrar's Certificate (Green) – Burial or Cremation
This will be required when a Coroner's certificate is not issued.

The Registrar will issue this disposal certificate (green) when the death has been registered, and you should bring it to the office as soon as possible.

If the death occurs outside of England and Wales
If the death occurs outside of England or Wales, or on a foreign ship or aircraft, different forms will be required. Advice is available from the crematorium office.