

Mortonhall Crematorium Supplementary Application Form

Details of the person who has died

Full name:

Address:

Age at date of death:

Sex (optional)

Status: ☐ Married/Civil Partner, ☐ Widowed/Surviving Civil Partner, ☐ Single, ☐ Divorced, ☐ Partner (please also provide marital status)

1. Please state the day, date and time for cremation service

Day Date / / Time

2. Please state the service type.

Simple Service (9am-9:20am Pentland) ☐ , Early Morning Service (9am Main, 9:30am Pentland) ☐ , Full Service ☐ , Memorial Service ☐ , Direct – Courtyard ☐ , Direct – Chapel (allocated time) ☐ (if direct cremation please complete question 5)

Service: Private ☐ Open to all ☐

3. Please detail any particular requirements for the service.

Up in position, collection, any tributes such as webcast/photo tributes.

4. Officiant Is an organist required to play during the service? Yes ☐ No ☐

5. Direct Cremation. (Please complete as appropriate)

Chapel Entrance – I understand that Direct Cremation through the Chapel means the funeral director will deliver the coffin to the crematorium with no mourners present. The coffin will be received through a chapel and lowered on the catafalque. I am aware of the current price and aware of the difference in price to the Courtyard Entrance.

Signature of applicant Print Date

Courtyard Entrance – I understand that Direct Cremation through the Courtyard means the funeral director will deliver the coffin to the crematorium with no mourners present. The coffin will be received directly to the crematory and will not be lowered on the catafalque. I am aware of the current price and aware of the difference in price to the Chapel Entrance.

Signature of applicant Print Date

Environmental Policy

Edinburgh City Council is committed to minimising its environmental impact. To minimise the number of cremators in daily use there may be occasions when a cremation is not carried out on the same day as the funeral. However, cremations will always be carried out within 24 hours of the service taking place. Saturday funerals will be cremated on the same day. If it is imperative that a cremation is carried out on the same day as the funeral, then a written request to this effect should be attached to this form.

Instruction to Funeral Directors

Construction of the coffin. The coffin must be made of a suitable material which, when placed in a cremator and subjected to the 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 of any kind shall be used in the manufacture of such coffin except as necessary for its safe construction and then only metal of a high ferrous content. 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. Cardboard coffins should not contain chlorine in the wet strength agent. (e.g. not using polyamidoamine-epichlorhydrin based resin (PAA-E). Contact should be made with the Crematorium Administration to ensure that the coffin selected is fit for cremation.

Coffin Furniture and Fittings. No metal furniture or fittings whatever shall be used on a coffin for cremation. Coffin handles should be free from unnecessary metal components. External coatings to a coffin must allow for smokeless combustion and the use of nitro-cellulose varnish, polyurethane, melamine and any products containing polyvinyl chloride (PVC) or melamine must not be used in coffin construction or furnishings. Water based lacquer free from additives containing heavy metals may be used for coating a coffin or a suitable cloth may be used for covering a coffin. The exception to the foregoing is the use of polystyrene which is restricted to the coffin nameplate only and this must not exceed 90 grams in weight.

Lining of the coffin. The use of sawdust, cotton wool or shredded paper within a coffin must be avoided. If lining of a coffin is necessary, this should be manufactured from polythene not exceeding 75 microns in thickness. Lead or zinc linings must not be used. The use of shredded paper within a coffin is not permitted.

Clothing and Coffin Content. To minimise the release of pollutants to air, it is recommended that clothing should be of natural fibres and that shoes or any material manufactured from PVC should not be included. Body adornments manufactured from copper should be removed as should any easily removable prostheses or casts of plaster or other material. Additional items, particularly of glass or plastic, should not be placed within the coffin.

Shroud & Board Cremation. We will only accept certified Funeral Furnishing Manufacturers Association (FFMA) shrouds and cremation boards. Please be aware there is a maximum weight limit for FFMA approved boards which the supplier will be able to advise you of. Name plate must be fitted to the footplate.

Size of the coffin. Maximum combined weight of deceased and coffin is 45 Stone (286kg)

Pentland maximum coffin dimensions: Width (including handles) 26" (66cm), Length 81" (206cm), Depth (Height) 26" (66cm)

Main maximum coffin dimensions: Width (including handles) 36" (91cm), Length 81" (206cm), Depth (Height) 26" (66cm)

Funeral Director

Address

Telephone

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.

Signed on behalf of the above