



## SERVICE FORM

Please scan and email to [info@oldparkmeadow.co.uk](mailto:info@oldparkmeadow.co.uk) as soon as all information is available and **at least 3 working days before the date of the service.**

**DAY & DATE:** ..... **TIME:** .....

### DECEASED DETAILS

Full Name: .....

Address: .....

..... Postcode: .....

Date of Death: ..... Place of Death: ..... Age : .....

Where Death Registered: .....

### APPLICANT DETAILS

Applicant Full Name: .....

Applicant Address: .....

..... Postcode: .....

Telephone: ..... Email: .....

Relationship to deceased: .....

### FUNERAL DIRECTOR DETAILS

Company: ..... Branch: ..... Contact : .....

Tel No: ..... Email: .....

### PAYMENT

Invoice to: Funeral Director / Applicant

Payment Type: Bank Transfer / Debit Card / Credit Card

Bank Details: Sort Code 20-97-40 Account Number: 73904296

**Full payment must be received and cleared before any service can take place.**

Where did you hear about us?

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*Old Park Meadow is a controller of personal data under the General Data Protection Regulation. We will only use your personal information for the purpose it was provided.*

Old Park Meadow Natural Burial Ground, Coppice Lane, North End, Chelmsford, Essex, CM6 3PL  
Tel: 01245 806332 Email: [info@oldparkmeadow.co.uk](mailto:info@oldparkmeadow.co.uk) Website: [www.oldparkmeadow.co.uk](http://www.oldparkmeadow.co.uk)  
Registered Office: 1 Old Park Farm, Ford End, Chelmsford, Essex, CM3 1LN Registered in England. Company Reg. No. 10525627



Natural Burial Ground

## SERVICE DETAILS

Number of people attending: .....

Service Sheets: Yes / No

Lodge Required for Wake: Yes / No

Graveside Service Yes / No

**All catering must be arranged via Old Park Meadow.**

**Minimum hire period is one and a half hours 90 minutes which commences 15 minutes prior to the start of service.**

**Name of Officiating Minister/Celebrant:** .....

Telephone: ..... Email: .....

### Music/Hymns

All music/hymns to be checked by Funeral Director, client or family using Obitus Media System [www.obitus.com](http://www.obitus.com) to see if they are available. To listen to the music/hymns, go to [www.obitus.com](http://www.obitus.com), click on music library (top right hand side of screen), enter password: emotion (the same password will also work on the hymn library).

### Tributes

**Please note we require content to be received at least 72 working hours prior to the service for Professional Photo Tributes and at least 48 working hours for Slideshows, Single Photo and Family Supplied Videos.**

*Single Photo / Basic Slide Show / Music Photo Tribute / Family Supplied Video / Tribute Physical Copy (DVD or USB)*

### Webcasting & DVD –

**For Live Webcasts and 28 day Watch Again, a username and password to the Obitus website will be emailed to you. It can take up to 2 working days after the service for us to get the 28 day Watch Again back on the Obitus website. For a DVD and USB it can take up to 3 weeks after the service for Obitus to edit and send it via Royal Mail to Old Park Meadow for you or the family to collect.**

*Webcast Live / Webcast Live & 28 day watch again / Webcast Physical Copy (DVD or USB)*

### Memorials

For further information on the memorials available at Old Park Meadow please ask one of our team who will be happy to discuss the different options available to you.

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