



clyde coast and  
garnock valley  
crematorium

Cremation Number \_\_\_\_\_

## SERVICE DETAILS FORM FOR A SERENITY SERVICE

TO BE COMPLETED IN ADDITION TO APPLICATION FORM

Name of deceased: \_\_\_\_\_

Day and Date of cremation: \_\_\_\_\_ Time: 9.30 am / 4 pm (delete as appropriate)

### A Serenity Service is a 20 minute service limited to 20 mourners

Will there be a Family Member or Friend leading the service and saying words of committal? Yes  No

If yes, what is their name \_\_\_\_\_

If no, do you require our Ceremony Co-Ordinator to read a short eulogy or poem? Yes  No

#### Any readings require to be provided to the Crematorium 48 hours prior to the service

Do you require our Ceremony Co-Ordinator to say words of Committal? Yes  No

Do you wish our voile curtain to close during the words of Committal? Yes  No

If no words of Committal are required, have the curtains to close during the final music track? Yes  No

### Choose up to 3 pieces of music for your service

Please order the music for the service from our Wesley Media client portal

WESLEY MEDIA EVENT NUMBER: \_\_\_\_\_

Music to be played for	Track title or first line of hymn	Artist and/or Composer
Entry		
Reflection		
Exit		

A Serenity Service is the perfect choice for families who do not want a full Celebration of Life Service. In our experience, 20 minutes is more than enough time for an intimate farewell with close family and friends. It can be as simple as you want it to be – some families choose to sit in quiet contemplation as music that was important to them plays gently in the background. Other families use the time to share memories and place notes or flowers on top of the coffin before the words of committal as the curtain closes. We just need you to let us know your wishes in advance.

Please sign below to confirm that you have been made aware of your options:

Applicant for Cremation \_\_\_\_\_ Date \_\_\_\_\_

## CREMATED REMAINS

If ashes are to be returned, would you prefer them:

- In a BIODEGRADABLE ASHES BOX (free of charge)
- In a POLYTAINER (additional fee)
- In a BIODEGRADABLE SCATTERING TUBE or URN OF YOUR CHOICE (additional fee)

## WE PLANT A TREE FOR EVERY SERVICE

As part of our personalised service, we will write to you in the days following the funeral enclosing a Tree Certificate for your loved one and to provide information on the choice of unique memorials here at Clyde Coast & Garnock Valley Crematorium.

**\*\*We are always looking for ways in which to minimise our environmental impact. Whilst our Cremator is fully abated and as sensitive to the environment as possible, there may be occasions when a cremation is not carried out on the same day as the funeral. This allows us to minimise any emissions and to make best use of the highly specialised equipment. We will cremate on a Monday any funeral service held on a Saturday.**

**\*\* If ashes are required the next working day please notify us at the time of booking. \*\***

## INSTRUCTION TO FUNERAL DIRECTORS

**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. 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, 1070mm (42 inches) in width and 640mm (25 inches) in depth. Maximum weight permitted is 300Kg (47 stones).*

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 Clyde Coast and Garnock Valley Crematorium all reasonable costs should the cremation be delayed or cancelled due to our failure to provide the necessary documentation as stated above.

FUNERAL DIRECTORS..... TEL. NO. ....

ADDRESS.....

SIGNED ON BEHALF OF THE ABOVE .....

PRINT NAME .....

**PLEASE SPECIFY COFFIN TYPE: WOOD / WILLOW / WICKER / SEAGRASS / BANANA LEAF / CARDBOARD / WOOL / BAMBOO**

The appropriate Application and Service Details Forms, fully and correctly completed, together with the Certificate of Registration of Death and any additional paperwork as required must be lodged with the Clyde Coast and Garnock Valley Crematorium Office, Dalry, KA24 5LE by 10am two working days prior to the day of cremation. We are happy to receive scanned copies provided the forms include original handwritten signatures or digital signatures. See attached instructions for applying a digital signature.

Please email all forms to: [papers@clydecrematorium.co.uk](mailto:papers@clydecrematorium.co.uk)

All information provided will be processed in line with current data protection legislation. It is a requirement of the Burial and Cremation (Scotland) Act 2016 that Horizon Cremation retain application information for 50 years from the date of the cremation. Requests for information we hold can be made by contacting us by letter.