

27th November 2009

To all Funeral Directors

Dear Sir/Madam,

Christmas 2009

Please find listed below the arrangements for booking of funerals at Thetford Cemetery over the Christmas period.

This office will be closed from midday on 24th December 2009, re-opening at 9.00am on Monday 4th January 2010.

Therefore the notice required for the booking of burials will be as following:

Burials on 24th December must be booked by Monday 21st December.

Burials on 4th January 2010 must be booked by Tuesday 29th December.

Please note that the latest start time for burials on 24th December is 11am.

The office will be manned between 29th and the 31st December, with a skeleton staff, for emergency enquiries only and to receive notification of burials taking place early in the New Year.

Burial notification forms must be received in this office by midday on the appointed dates. If you have any queries please do not hesitate to contact the office at the address above.

Yours faithfully,

E Chambers
Town Clerk