

Dear Colleague

Covid-19

In response to the latest Government information on Covid-19 we would like to update you on the steps we are taking to ensure our business remains open to serve our community in these unique circumstances.

Brookwood Cemetery has been closely monitoring the rapidly changing situation regarding the coronavirus pandemic. We are following Government guidance and Public Health England advice.

We remain committed in providing an excellent service whilst ensuring the safety of our employees, clients and visitors.

Funeral services are our priority and we will continue to ensure that these are carried out with the utmost respect and dignity.

In response to this outbreak, we have changed our ways of working and introduced staff rotas, limiting the risk to demand ensuring continuity of service.

There may be other changes required to the way we operate or how funeral services are conducted, and these will be made under the direction of Government.

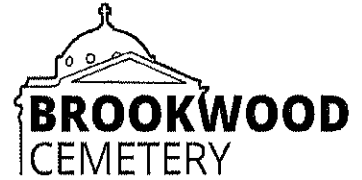
Important Information

- The cemetery grounds will remain open between 8am – 5pm daily (this will be kept under constant review)
- The cemetery office is closed to the public until further notice
- All enquiries should be made by telephone or by email Monday – Friday 9am – 4.30pm
 - Telephone No: 01483 472222
 - Email: info@brookwoodcemetery.com

Funeral arrangements

- All funeral bookings should be arranged by telephone with the Cemetery office.
- Funeral paperwork should be completed and sent to us digitally with originals provided on the day along with the registrar's certificate for burial or coroner's order for burial.

Brookwood Park Ltd, Glades House, Cemetery Pales, Brookwood GU24 0BL
Telephone No: 01483472222
Email: info@brookwoodcemetery.com



- Families should not be directed to the cemetery office to complete paperwork or to make payment as the office is closed.
- Funeral charges will not be increased. Any payments should be made by bank transfer or through telephone banking once an invoice has been received.
- We will not accept cash or cheque payments until further notice.
- The selection of grave spaces will not be available until further notice. We will however, try to accommodate any verbal requests where possible.
- Funeral attendance should be kept to a minimum - Immediate family only.

Should you require any further information or if you have any questions, please do not hesitate to contact me.

Yours faithfully

Avril Kirby
Brookwood Cemetery Manager

Email: avril@brookwoodcemetery.com