

Return of Ashes to Cremation Authority

(to be completed and signed by the Funeral Director)

Cremation Number:

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Name of Deceased:

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The ashes of the above were collected from **Greenock Crematorium** in accordance with the Instruction of the applicant.

Name of applicant:

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Date collected from crematorium:

D	D	M	M	Y	Y	Y	Y
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In accordance with the Cremation (Scotland) Regulations 2019, I have attempted to contact the applicant after collection of the cremated remains for a decision on the final disposal of the ashes on the following dates:

D	D	M	M	Y	Y	Y	Y
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 and

D	D	M	M	Y	Y	Y	Y
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 by letter/email *

Having been unable to contact the applicant after the cremation, I now return the ashes to the cremation authority for final disposal at the cremation authority's discretion.

Signature:

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Name (PRINT):

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Position:

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Company Name:

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Date:

D	D	M	M	Y	Y	Y	Y
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* Please delete as appropriate.

Return of Ashes to Cremation Authority

(attached form to be completed and signed by the Funeral Director)

For reference, the form is to be used when a funeral director, in accordance with instructions from the applicant, has removed ashes from a crematorium and has subsequently been unable to obtain further instructions. The ashes would be returned with the completed form.

The form would be used in accordance with the minimum timescales set out in regulation when a funeral director is collecting ashes from a crematorium:

- 1 Funeral director collects ashes as per instruction on application form and notifies applicant they are ready for collection. No reply/applicant does not collect within a minimum of 4 weeks of this notification.
- 2 Funeral director then attempts to contact applicant again, advising if not collected then will be returned to crematorium on set date. Holds ashes for further minimum of 4 weeks.
- 3 At end of this second 4-week period (minimum total = 8 weeks in funeral director possession), funeral director returns ashes to crematorium where this supplementary form would be used. The cremation authority should check the details and dates on the form to ensure the minimum timescales and requirements of the Cremation (Scotland) Regulations 2019 have been observed.
- 4 Crematorium then contacts applicant and advises the ashes are in their possession, may be disposed of in a minimum of 4 weeks' time if no instructions are received.

The crematorium may then dispose of ashes within the garden of remembrance and log accordingly at the end of the minimum 4-week period if no contact, or hold onto for a further period of time if they decide to do so. Essentially, the minimum of time in total ashes will be ready for collection to applicant is 12 weeks when a funeral director originally collects on their behalf (minimum of 8 weeks with the funeral director and 4 weeks with the cremation authority).