CORPS MEMORIAL GARDEN

OF THE ROYAL AIR FORCE REGIMENT

INDIVIDUAL MEMORIAL STONES

The Corps Memorial Garden's (CMG) provides for the installation of Individual Memorial Stones in the pathways. The Stones may be ordered by anyone who may wish to commemorate a *bona fide* Corps individual, or a person who has served on any of the recognised RAF Regiment-associated Forces or Units. Notable Corps supporters, benefactors or personalities may also be commemorated at the CMG Executive Council's discretion. The Stones are manufactured in honed light grey granite with black lettering. Upon completion, a Certificate of Placement will be issued to the respective customer.

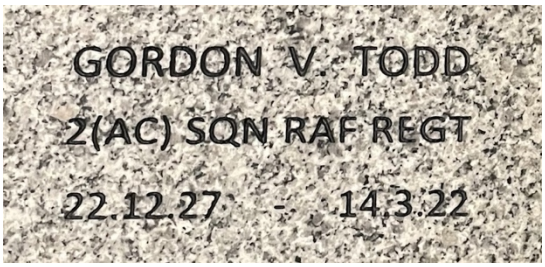


Image: Example Memorial Stone

INDIVIDUAL MEMORIAL STONE

- For commemorating individual Corps members or associates.
- 200mm x 100mm x 30mm (8in x 4 in x 1.2in), chamfered edges.
- 3 lines each of up to 16 characters.
- Replaces a single standard block paver stone.

Price (incl Installation and VAT): £92.50

Priority Service Additional Charge: £25.00

STANDARD ORDER PROCESS

Individual Memorial Stones may be ordered at any time but, since they will be manufactured to order in tranches for economy of scale, no guarantee may be given as to when they will be produced or installed, nor will any order be accepted on the basis of meeting any specific date, such as anniversaries. However, every effort will be made to expedite their manufacture and installation in the CMG. All orders will be acknowledged and each installation will be notified to the individual (the Sponsor) making the order.

PRIORITY ORDER SERVICE

Exceptionally, and to meet agreed special or urgent requirements, Memorial Stones may be ordered as a *Priority Service*; however, because of the additional administration and logistical costs, there would be a necessary surcharge. Should this option be required, it should be indicated on the Order Form. If the required date of installation is likely to be achievable (eg not less than four weeks), it will be reflected on the Invoice. Notwithstanding any such agreement, other factors outside of our control (eg manufacturing issues or weather) may frustrate any commitment and a suitable adjustment in cost would be made subsequently.

PAYMENT

Payment must be made by electronic Bank Transfer (BACS). Details of the required bank account will be notified by Invoice upon confirmation of the Order's acceptance. Please do not attempt to pay before receipt of the Invoice. Payment by cheque is no longer accepted as banking delays and handling have proven too problematic. Orders will not be processed until the full payment is received. Payment of the Invoice will signal the Sponsor's formal acceptance of the Order's terms and conditions.

RESERVED PLACEMENTS

As an additional service, it is now possible to reserve a place - anonymously, with just a reference number - in the CMG, perhaps with a family member, within a group of former friends or colleagues, or with a particular unit commemorative grouping. A Certificate of Reserved Placement will be issued to each customer, which will reflect the person in whose name the place is being reserved or the consignor. For further details please see the CMG Form MS2.

TERMS & CONDITIONS

Orders will not be processed until the full payment is received. No responsibility will be taken by the CMG Executive Council or its representatives for errors contained in the original order form submitted and customers are urged to check their orders carefully before submission. Orders may be cancelled without financial penalty up until it is passed to the manufacturer; thereafter, the order will be deemed irreversible and refunds will not be possible. The stones will follow a standard design and variations will not normally be permitted. As a guide, the inscriptions must be factual (eg Rank, Name, Unit/Appointment and Dates of Birth and Death or RAF Regiment Service); personalised or emotive text will not be accepted. The design, text and placement of the Stones within the Garden will be at the CMG's Executive Council's discretion and no commitment may be given as to when they may be laid. Customers are encouraged to keep a copy of their order(s) in case of any issues arising. All prices are inclusive of delivery, installation and applicable taxes. Prices may change at any time to reflect changing costs. All orders will be acknowledged and confirmation will be given when the Stones are commissioned and then laid. *E&OE.*

CORPS MEMORIAL GARDEN

CMG Form MS1

INDIVIDUAL MEMORIAL STONES ORDER FORM

Please use a separate Order Form and payment for each stone, completing the necessary details **CLEARLY** and in **BLOCK CAPITAL LETTERS.** When complete, send it to the following address in hard copy or via email to:

Corps Memorial Garden – CMS Coord
Ty-Melyn
Rhydspence
Whitney-on-Wye
Hereford HR3 6EY

Email to: martinrhooker@btinternet.com

CUSTOMER DETAILS: *Please PRINT clearly!*

Title: Name:

Address:

Town: County: Post Code:

Daytime Tel No: Mobile Phone:

Email Address:

By Bank Transfer: ✓ Value: £ **£92.50** * PRIORITY SERVICE REQUIRED @ £25.00

Terms & Conditions Accepted (Required):

ORDER DETAILS: *Insert required characters clearly using BLOCK CAPITALS*

INDIVIDUAL MEMORIAL STONE
Required Text ***

NOTES:
- Insert characters from left; they will be centred on the finished Stone.
- Names in Full if space available, otherwise Initials. Nicknames or 'known as' will not be permitted.
- Ranks, Units and Dates will be abbreviated.
- Lettering will be engraved in Black.
- Spaces and punctuation marks count as characters.
- *** Approved text will be advised before commissioning.
- The CMG Executive Council's decisions on the Order's acceptance, design, text and placement will be final.

Please provide the requested Individual Memorial Stone. I confirm that the named individual was a badged member of the RAF Regiment (or Associated Force). I accept the Terms and Conditions stated and will make a BACS Bank Transfer upon receipt of the Invoice.

Please check your order before dispatch!

Signature