

Memorial Bench Application

This form should be completed and returned to **bereavement.services@hes.scot**

Alternatively, the form can be posted to **Historic Environment Scotland, Bereavement Services, Room 1.6, Longmore House, Salisbury Place, Edinburgh EH9 1SH**

Section 1 – Your Details

1. Your Name

2. Your email address

3. Your telephone number

Section 2 – Property in Care Details

4. What is the name of the Property in Care which you are contacting us regarding?

A list of our Properties in Care be found at <https://www.historicenvironment.scot/visit/all/>

5. If your request involves a particular location or bench you wish to be on the waiting list for, please include a photograph of this place or bench.

This can be copy and pasted to the box below or included as an attachment to an email with this form when submitted.

6. If your request involves a particular location or bench you wish to be on the waiting list for, please include a map showing the location.

This can be copy and pasted to the box below or included as an attachment to an email with this form when submitted.

Section 3 – Declaration

Declaration

By completing this form, I acknowledge that HES cannot provide a timescale for when a space may become available, nor can any guarantee be given that a space will become available in the future. I understand that HES will contact me within 28 days to advise of my position on the waiting list at that time, and that I will receive an annual update confirming my current place on the list.

8. Declaration Acceptance

Signature	Date
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By requesting a place on our waiting list, you consent to Historic Environment Scotland collecting and retaining the personal information provided above for the purpose of contacting you and keeping you informed when a place becomes available. You may email bereavement.services@hes.scot at any time to request that your personal information be updated or deleted. For further information about how we collect, use and protect your personal data, please refer to our [Privacy Policy](#).