Bereavement Services

Office Use only:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Received Date: |  | Search No: |  | Time taken: |  |

|  |
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| Family History Enquiry Form |
| Fife Council’s Bereavement Services hold burial registers for burial grounds across Fife. Bereavement Services do not have dedicated staff to complete searches but will endeavour to respond to your enquiry as soon as possible.**We will complete up to 2 family searches, per person, per month.** Please complete section 1 and 2. Provide as much detail as possible about the deceased in section 2. |
| 1. **Your Details**
 |
| Title: | Mr | [ ]  | Mrs |[ ]  Ms | [ ]  | Other:  | Click here to enter text. |
| Forename(s): | Click here to enter text. | Surname: | Click here to enter text. |
| Address: | Click here to enter text. |
|  | Click here to enter text. |
|  | Click here to enter text. |
|  |  |
|  | Click here to enter text. | Postcode: |   |   |   |   |  |   |   |   |
| Telephone/Mobile No: | Click here to enter text. |
| e-mail address: | Click here to enter text. |

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| 1. **Enquiry: Details of Deceased**
 |
| Cemetery (if known) | Click here to enter text. | Date of Death: | Enter a date. |
| Forename(s): | Click here to enter text. | Surname: | Click here to enter text. |
| Maiden name: | Click here to enter text. | Known as: | Click here to enter text. |
| Last known address: | Click here to enter text. |
|  | Click here to enter text. |
|  | Click here to enter text. |
|  |  |
|  | Click here to enter text. | Postcode: |   |   |   |   |  |   |   |   |

**Additional Information** (e.g. other interment(s) in the lair you are enquiring about)

|  |
| --- |
| Click or tap here to enter text. |

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| 1. **Office Use Only**
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| Cemetery: | Click here to enter text. | Lair No: | Click here to enter text. |
|  |  |  |  |
| Name | Age | Date Interment |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Date completed and reply sent to enquirer: | Click here to enter a date. | Signed: |  |

The information provided by you on this form will be used by Bereavement Services in order to provide you with the associated service. For further online information the Bereavement Services Privacy Notice is available at [www.fife.gov.uk/privacy/bereavement](http://www.fife.gov.uk/privacy/bereavement) or available on request.

**Please send completed forms to** **Bereavement.Services@fife.gov.uk**