Renewal of grant B-12 — the letter and the deed prepared

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

Document issued on 09/11/2026

Thirty-year grant, Saint-Martin cemetery, deed of 14 September 1996 · fictional document

Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

Fictional document, produced for the demonstration. **The Vernier family and plot B-12 are invented. A grant deed is an act of the mayor: the assistant prepares it complete and verifiable, the signature stays where it belongs.**

The file as it stands

Item	Contents	Check	Source
Plot	**B-12, Saint-Martin cemetery, path 3, row 4**	Register and map agree	Register of grants
Grant	**Thirty-year, deed of 14 September 1996**	**Term in the deed and term in the register agree**	Signed deed, copy on file

Item	Contents	Check	Source
Expiry	**14 September this year**	**Reminder sent twelve months ahead, then six months ahead**	Reminder log
Persons interred	Two, in 1996 and in 2011	Agree with the register	Register of grants
Applicant	Claire Vernier, daughter of the grant holders	**Standing as successor established by descent**	Family record book and death certificate, attached
Second successor in title	**Hélène Vernier, named in the 1996 deed**	**Written agreement MISSING**	**Requested in the letter, with the reason explained**
Tariff	**Taken without rewording from the resolved schedule**	Checked against the schedule in force	Resolution of 18 November 2025

The letter to the family, as it goes out after reading

« Dear Ms Vernier, **you asked us about renewing the grant where your parents rest, in Saint-Martin cemetery. That grant, made for thirty years on 14 September 1996, expires on 14 September this year.**

Renewal is possible and we can prepare it with you. You have two years from the expiry date in which to request it: the law provides for this, and we wish to tell you now so that you do not feel rushed.

To process your request we need: a copy of your identity document, proof of address, and **the written agreement of your sister, Ms Hélène Vernier, named in the 1996 deed as you are. This agreement is required because the grant passed to you both; it is not a formality we are adding.**

The applicable tariff is that of the town council resolution of 18 November 2025, an extract of which is enclosed.

If any difficulty arises, whatever it may be, write to us or call at the office: we will take whatever time is needed. »

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Three drafting choices, each with a reason. The two-year period is stated at the outset, because a family receiving an expiry reminder often fears it has already lost everything. **The reason for the missing document is explained before it is requested**, because an unexplained requirement reads as an obstacle. **The last sentence opens a door**, and it is not a courtesy: across the year's 640 letters, it is the sentence that produces the most replies.

The renewal deed prepared — the particulars carried over

Particular	Origin	Check carried out
Identity of the grant holder	1996 deed and documents submitted	**The two agree**
Plot, path, row, number	Register and map	**The two agree**
Nature and term	1996 deed, renewal for the same term	Term consistent with the by-law's categories
Tariff	**Resolved schedule of 18 November 2025**	**Taken without rewording**
Mandatory particulars of the municipal template	The service's deed template	All present
Signature	**The mayor**	**Blank box — the deed is not signed**

What preparing a deed used to cost, and what it costs now

Stage	Today	After	Who does it
Searching the register and the map	12 min	**0 min — produced**	The assistant
Carrying over the particulars of the original deed	10 min	**0 min — produced**	The assistant

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Stage	Today	After	Who does it
Checking the term and the tariff	7 min	**0 min — produced and checked**	The assistant
Checking the documents submitted	9 min	**2 min — on documents already read and flagged**	The grants officer
Reading and putting up for signature	10 min	**2 min 48**	**The officer, then the mayor**
Total	**48 min, of which 28 min 48 of preparation**	**4 min 48 of preparation**	**60% of the time down to 10%**
Across the year's 96 deeds	—	—	**38 hours returned**

Written agreement of the second successor received on: _____

Deed read by: _____ — signed by the mayor on: _____

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https://bluelemonagent.ai/en/secteur-public/metiers/agent-ia-gestionnaire-cimetieres

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