|  |  |  |  |
| --- | --- | --- | --- |
| Builder or Monumental Mason Details\* | | | |
| Business Name |  | | |
| Contact Person |  | Phone No. |  |
| Email Address |  | | |
| \*Acting as the agent on behalf of and with the authority of the Right of Burial holder/Applicant, apply for approval for the construction of the following: | | | |

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| --- | --- | --- |
| Type of Works | | |
| ⬜ | Permit to erect Headstone, Tombstone, Memorial Stone, Flat Stone or  other Monument | $175.00 |
| ⬜ | Double Grave Headstone | $225.00 |
| ⬜ | Vault or Mausoleum | $620.00 |
| ⬜ | Infant Memorial Wall - Plaque | $125.00 |
| ⬜ | Headstone on Ex-Servicemen’s Graves | No Charge |
| ⬜ | Maintenance Work - Please note that this is limited to minor works such as painting or re-tiling. *Replacement of headstones will incur a fee* | No Charge |
| ⬜ | Other (please specify): | Charges  may apply |
| **TOTAL COST** | | **$** |
| **Approximate Commencement Date of Works** | | **/ /** |

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| --- | --- |
| Location/Grave Details | |
| Cemetery/Site | ⬜ Ayr ⬜ Home Hill |
| Location/Grave No. |  |
| Owner of Location/Grave  (Deceased/Reserved) |  |

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| Applicant / Right of Burial Holder Details | | | | | | | | | | | | |
| Title |  | Given Name/s |  | | | Surname | |  | | | | |
| Address | |  | | | | | | | | | | |
| Suburb | |  | | State |  | | | | | Postcode | |  |
| Phone No. | |  | | Mobile |  | | | | | | | |
| Email | |  | | | | | | | | | | |
| Additional Applicant / Right of Burial Holder Details (if applicable) | | | | | | | | | | | | |
| Title |  | Given Name/s |  | | | Surname | | |  | | | |
| Address | |  | | | | | | | | | | |
| Suburb | |  | | State |  | | Postcode | | | |  | |
| Phone No. | |  | | Mobile |  | | | | | | | |
| Email | |  | | | | | | | | | | |

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| Evidentiary Documentation |
| 1. **Is the applicant the current Right of Burial Holder?**   ⬜ Yes  ⬜ No (continue to b) |
| 1. **Is the applicant, the applicant named on the original Interment Consent Form?**   ⬜ Yes  ⬜ No (continue to c) |
| 1. **If NO, Right of Burial Holder is assigned to plot, applicant must provide proof of relationship to the deceased e.g. Birth Certificate, Statutory Declaration or Last known will and testament**   ⬜Yes, proof attached |
| 1. **If this application is for a new improvement (headstone or mausoleum) have the relevant drawings (including dimensions) been attached to this application?**   ⬜ Yes (no further action)  ⬜ No, drawings must be provided prior to approval of this application |

This approval is provided for the purpose of construction of a monument. Advice given by Applicants is relied upon by Council in good faith. Council does not accept any responsibilities for allowing any monument works to be constructed on a plot that might be the subject of a later dispute between family members, Executors and / or assigns.

I consent to the work described in this application being carried out and declare that the information in this application is true and correct. I understand Burdekin Shire Council may need to contact me directly to confirm details such as grave location or application details, and I acknowledge that I have the responsibility to maintain the memorial/place of interment in a safe and proper condition once completed.

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| Applicant/Right of  Burial Holder Signature |  | Date | / / |
| Applicant/Right of Burial Holder Signature |  | Date | / / |

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| **Information Privacy Act 2009.** Burdekin Shire Council is collecting your personal information in accordance with the Local Government Act 2009. The information collected on this form will only be accessed by authorised Council officers for the purpose of updating Council’s burial register. Your information will not be given to any other person or agency unless you have given us permission or we are required to do so by law. | | | | | |
| **Office Use Only** | | | | | |
| Application No. |  | Date Received |  | Receipt No  (if applicable) |  |
| Responsible Officer |  | Checked By |  | Function ID | **636** |