



**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
APPLICATION FOR BURIAL PERMIT / INTERMENT OF ASHES**

Burial Register Number:

DETAILS OF DECEASED

Full Name of Deceased		
Last Residence of Deceased		
Occupation of Deceased		
Gender	Age	Religion
Date of Death <i>Medical Certificate of Cause of Death attached</i> <input type="checkbox"/>		Date and Time of Burial/Interment
Cemetery Location:		
Section	Row	Allotment
Wall or Garden Columbarium	Side	Niche No
Church / Graveside	Shade Shelter required	YES <input type="checkbox"/> NO <input type="checkbox"/>
Reopen Existing Grave	YES <input type="checkbox"/> NO <input type="checkbox"/>	Existing Reservation YES <input type="checkbox"/> NO <input type="checkbox"/>

DETAILS OF APPLICANT

Full Name	
Address	
Phone	Relationship to Deceased
I, have read and agree to the information and conditions overleaf	
Signature	Date
Name of Executor	
Address of Executor	

DETAILS OF FUNERAL DIRECTOR

Business Name	
Address	
Phone	email
Contact Name	
Signature of Undertaker	Date
Coffin - Standard/Oversize Details:	Ashes Urn – <i>Certificate of Cremation attached</i> <input type="checkbox"/>

PAYMENT DETAILS

Lawn Section - Machine or Hand Dug	\$
Denominational Section - Machine or Hand dug	\$
Columbarium Wall or Garden	\$
Reopening of grave for second or subsequent interment	\$
Other: Weekend / Public Holiday, Oversize,	\$

OFFICE USE ONLY

Date	Rec. No.	\$
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Privacy Statement

The information and personal details provided by you on this Form are managed in accordance with the *Privacy and Personal Information Protection Act 1998* and Cootamundra-Gundagai Regional Council's policies and procedures as outlined in Council's *Privacy Management Plan*. Should you choose not to provide this information (wholly or in part) this may impact upon consideration of the matter by Council. The information will ultimately be stored in Council's records system.

INFORMATION AND CONDITIONS

The following conditions apply and the agreement to abide by the conditions below shall be completed:-

- At least 3 full working days notice must be given to Council at the time of booking a funeral.
- This application form is to be completed by the Undertaker and must be lodged with the appropriate fees paid to Council by 4.00pm on the last working day prior to the funeral.
- The full amount of fees and charges **MUST** be remitted when this application is submitted
- Verification of Death - either a Medical Certificate of Cause of Death or a Certificate of Cremation for the deceased must be attached
- An Application for Permit to erect a monument, tablet, gravestone, kerbing or fencing must be submitted to the Council and the relevant fees paid. (No monumental work can be undertaken without Council approval)
- The removal of a slab in a Monumental Section is to be undertaken by an Accredited Monumental Stonemason - Council will not perform this task and the payment is the responsibility of the Applicant.
- Following a funeral service, any flowers, wreaths, etc. will be placed on the grave for a few days. These will be disposed of as they deteriorate. Council will also remove any flowers blown about by the wind.
- The Council will remove any unauthorised item from a grave or any item which is considered to detract from the general appearance of the Cemetery.

The Cootamundra-Gundagai Regional Council is responsible for the operation, administration, maintenance and appearance of the Cemeteries within the Cootamundra-Gundagai Regional Council area, which include Adjungbilly, Coolac, Cootamundra, Gundagai North, Gundagai South, Mt Adrah, Muttama, Nangus, Stockinbingal, Tumbalong, Wallendbeen and Wagraobilly/Darbalara

All new grave plots in the Cemeteries are prepared as double depth interment graves. The first interment takes place at a greater depth, allowing 300 mm of undisturbed earth between the two interments. This saves people the cost of two allotments. It may be necessary to drive machinery over the grave when a neighboring grave is being excavated. Should this be necessary, any damage done to the lawn will be re-laid and re-sown by Council.

Under the Cemeteries and Crematoria Act 2013, the Cootamundra-Gundagai Regional Council grant an "Exclusive Right of Burial" – entitling a person or persons the exclusive right to be buried or interred in a specified site in perpetuity. A "Right of Burial" is non-refundable, but can be transferred by the Applicant. "The Applicant" on the first interment burial permit has the exclusive right of burial to the second interment, unless a signed "Right of Burial Transfer Form" is received relinquishing the right and interest to another person.

Should you require any further information on the above matter please do not hesitate to contact Council.

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