

APPLICATION FOR CEMETERY BURIAL (ORDER)

Applies to all Armidale Regional Council cemeteries

Section 67 of the *Cemeteries and Crematoria Act 2013* provides that an interment must not take place in a cemetery without the issue of an order for interment. This form must be completed before an interment can be undertaken.

1. DETAILS ABOUT DECEASED		
Surname:	Other Names:	Title:
Last Residential Address:		
Suburb Town:	Postcode:	
Personal Details:	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of Birth:	Date of Death:	Age:

2. INTERMENT (BURIAL) DETAILS		
Grave Type: <input type="checkbox"/> New grave <input type="checkbox"/> Single depth <input type="checkbox"/> Double depth <input type="checkbox"/> Ashes		
<input type="checkbox"/> Re-open - Name on grave to re-open:		ROB no.
Cemetery:	Denomination:	
Section:	Row no:	Lot no:
Date/time of Burial:	Location of service:	
Grave location:	<input type="text"/>	<input type="text"/>
Provide details of adjacent plots for correct location	<input type="text"/>	<input type="text"/>
Allotment size:	2400 x 700 <input type="checkbox"/>	2500 x 850 <input type="checkbox"/>
		2500 x 900 <input type="checkbox"/>

3. FUNERAL DIRECTOR DETAILS	
Company Name:	
Phone:	
Signature:	Date:

4. APPLICANT (Next of kin or secondary interment right contact)		
Surname:	First Name:	Title:
Address:		
Suburb/Town:	Post code:	Phone no:
Relationship to Deceased:	Reservation for self: <input type="checkbox"/>	
Signature:	Date:	

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5. GENERAL CONDITIONS:

- a) Council requires 48 hours notification for all grave types (religious customs excepted).
- b) Please phone Council to confirm with an officer the burial application has been received:
Council reception 1300 136 853, Armidale Cemetery, 0428 670 195, Guyra Cemetery 0412 078 643
- c) Burials will only be permitted if the relevant legislation including but not limited to Public Health Regulation, 2012, the Work, Health and Safety Act, 2011, the Heritage Act 1977 and the policies of Armidale Regional Council can be satisfied. It is the obligation of the grantee or their agent (e.g. Funeral Director) of this application to ensure compliance with those Acts and policies.
- a) Monument ownership and all the responsibilities therein reside with the grantee and his or her heirs and successors to the grave where the monument is erected. Council will not be liable for the future care, maintenance, preservation or restoration of any construction erected or placed over the gravesite.

THE APPLICANT MAY PROPOSE TO USE AN EXISTING RIGHT OF BURIAL IF:

(Grounds for Authority)

- a) The person named on the certificate for the Right of Burial is the deceased person to be buried and the applicant is considered by Council to have had a sufficient relationship with the deceased person; Council may require statutory declaration as proof of relationship; or
- b) The Right of Burial Certificate has been issued in the name of the applicant; or
- c) The grantee has given written authority and the applicant has provided Council with a copy of that written authority that the applicant may issue instructions to bury the deceased in the burial plot subject to the Right of Burial Certificate.

DESIGN AND PLACEMENT OF MONUMENTS, HEADSTONES, PLAQUES, FLOWERS ETC

(Refer to Cemetery Operations Policy POL186)

PRIVACY PROTECTION NOTICE

Any personal information that you have supplied to or is collected by Council will only be stored and processed by Council for lawful purposes directly related to the functions and activities of Council. Any personal information supplied will only be disclosed to a third party for the purpose of performing a lawful function and for no other purpose.

Office Use Only

Received Time:	Received Date:	Received by:
Approved:	Officer:	Date:
Payment details		
Land: \$	Interment: \$	Date:
Niche: \$	Interment: \$	Receipt: