

PERPETUAL INTERMENT RIGHT APPLICATION FORM – BURIAL PLOT

Only perpetual rights of burial apply to Armidale Regional Council cemeteries

1. Interment site details			
Cemetery:		Denomination:	
Section:	Row number:	Plot number:	
2. Applicant Details (grantee)			
Surname:		Other Names:	Title:
Address:		Town:	Postcode:
Email:		Phone:	
3. Next of kin <input type="checkbox"/> / Joint Grantee <input type="checkbox"/> / Second contact details <input type="checkbox"/> (nominated by interment right holder)			
Full Name of Contact:			
Address:			
Email:		Phone:	
Relationship to Applicant:			
4. Interment Nomination			
Specify name of person/s whose remains may be interred:			
1.			
2.			
Or			
Specify a person who may nominate whose remains may be interred (If not the grantee)			
Or			
Specify a type of person, in relation to the Grantee, whose remains may be interred. E.g. Family, Children, Friends etc.			
5. Proof of Identity - Tick and initial two types of ID			
<input type="checkbox"/> Passport		<input type="checkbox"/> Drivers Licence	
<input type="checkbox"/> Birth Certificate		<input type="checkbox"/> Medicare card	
<input type="checkbox"/> Pension Card		<input type="checkbox"/> Utilities bill	
<input type="checkbox"/> Health Care Card		<input type="checkbox"/> Club Membership card	

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6. Signatures	
I.....of..... (Name of Council Officer) (Organisation)	
Have sighted and photocopied two of the above forms or identification, provided by: (Full name of applicant and intended perpetual Interment Right holder)	
I declare that these are true and accurate copies of the original documents	
Officer signature:	Date:

7. Signatures – Applicant and Witness	
I, the undersigned applicant.	
<input type="checkbox"/> Am the person to be registered as the holder of the Perpetual Interment Right (Known as the Grantee) <input type="checkbox"/> I have read and understand the Cemetery Policy POL186 'Conditions of Use' extract attached <input type="checkbox"/> I have read, understood and agree to abide by the Cemetery policy and state that all the information supplied is true	
Signature Applicant:	Date:
Signature Witness:	Date:

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.

Application	Adopted Applicable Fees and Charges 2020-21	
Perpetual Interment Right (lawn and other areas within grounds)	\$2,922	
Perpetual Interment Right niches	See Fees and Charges	
<input type="checkbox"/> Payment Received	Officer:	Date:

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Cemetery Operations and Management Policy (POL186) extract

Cemetery Conditions of Use

The following actions are not permitted in any Council cemetery

- The painting or alteration in any way of any structures, turf, trees, shrubs or other objects. Council will recover costs for the removal of unauthorised work
- The placement of any type of receptacle not approved by Council that may include but is not limited to: any ornament, item of park furniture, monument, plant life, illumination or sound emitting devices or other objects, perimeters or frames on or around interment sites or any other areas within the cemetery
- The planting or landscaping of any area of the cemetery
- The picking, gathering or relocating of flowers or plants
- The burial of animals
- The dumping or placement of rubbish, rock, soil or any other substance

Council will remove any prohibited items immediately and store them for a period of 4 weeks for collection. Council will not make contact with relatives regarding the removal of prohibited items.

Lawn cemetery

- A minimum of one receptacle will be provided for the placement of flowers. Additional receptacles up to a maximum of 4 per plot may be provided free of charge
- Monuments, crosses or any type of memorial must not be erected within lawn cemetery areas, refer to 'Conditions of use' above
- Spent flowers will be removed by Council staff during routine maintenance operations

Columbarium, ground niches

- Flower receptacles must be of uniform shape, size and material as approved by Council
- No other ornaments, tributes or receptacles are permitted on the columbarium walls or paths, or within the grounds/gardens, refer to 'Conditions of use' above

Mausoleums (above ground burial chambers)

- The provision for flower receptacles, ornaments, statues etc. is to be considered within the development approval process for these structures
- No ornaments, tributes or receptacles are permitted outside the approved footprint, refer to 'Conditions of use' above

A person must not do any of the following within cemeteries under the control and management of Armidale Regional Council

- Damage, deface, interfere with or alter any burial places, monuments or buildings
- Bury, inter or exhume any remains, cremated or otherwise
- Bring animals into the cemetery
- Play loud music
- Camp or reside on any cemetery land
- Consume alcohol
- Use the cemetery for recreational activities e.g. ball games, riding bicycles, skate boards, roller blades, Frisbees, fly model aircraft or drones, picnics or BBQs