

# Application to Carry Out Work in Cemeteries

**Purpose of this form:**

To be completed by the Monumental Mason/Applicant prior to installation.

**Monuments for the lawn sections cannot be any wider than 1M or higher than 1M and are not to encroach on neighbouring allotments.**

## Monumental Mason

Company: \_\_\_\_\_ Contact: \_\_\_\_\_

Address (not PO Box): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Deceased details

Given name/s: \_\_\_\_\_ Surname: \_\_\_\_\_

Date of death: \_\_\_\_\_ Cemetery: \_\_\_\_\_

Section: \_\_\_\_\_ Row: \_\_\_\_\_ Allotment: \_\_\_\_\_

## Applicant / Consenter

Given name/s: \_\_\_\_\_ Surname: \_\_\_\_\_

Address (not PO Box): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to deceased: \_\_\_\_\_

## Proposed Works Checklist

Diagram of proposed work attached?

Engineering details attached? (where applicable)

Inscription attached?

## Additional Information

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## Applicant's acknowledgement/declaration

I certify that I am the \_\_\_\_\_ (state relationship) of the said deceased and I am duly empowered to authorise the erection of the monument and to pay the costs involved in erecting a monument to the deceased. I, the undersigned, DO HEREBY INDEMNIFY and hold safe and harmless Kempsey Shire Council against all actions, proceedings, claims, demands, damages, costs, losses and expenses whatsoever which may be made or instituted against or suffered by the said Council in any manner whatsoever by reason the said Council having consented to the erection of the monument for the abovementioned deceased.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Witness of signature: \_\_\_\_\_ Name: \_\_\_\_\_

## Monument Mason's acknowledgement/declaration

I confirm that as the Monument Mason, I am acting on behalf of the Interment Right holder and that all Regulatory and Legislative requirements have been met in regards to this request.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** No work can commence until a Permit in respect of this application has been issued by Council.

### Office Use Only

Fees: \_\_\_\_\_ Receipt: \_\_\_\_\_

Register #: \_\_\_\_\_ IR: \_\_\_\_\_

Privacy declaration: Council collects and holds personal information for a number of reasons related to Council business e.g to process applications, to issue rate notices to property owners and to process correspondence, as per legislation and regulation which council operates under. When you provide personal information to Council it is used and stored in accordance with the *Privacy and Personal Information Protection Act 1998*. This means your personal information will only be used in relation to Council business. Your personal information will not be used for any other purposes unless you are asked permission.

If you wish to know what personal information Council may hold on you then you can make application to Council to determine what information is held.