

# Transfer of a Perpetual Interment Right by Holder

## Purpose of this form:

This application form should be completed by a rights holder that seeks to transfer an interment right to a new holder.

This application is not required for transferring rights between joint holders. On the death of a joint holder of an interment right, the remaining joint holder/s is/are entitled to the interment right. Surviving joint holder/s should advise Council of the death of one joint holder so that Council's register can be updated.

## Interment right number:

## REGISTERED holder/s of perpetual Interment Right

### Holder 1:

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

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

Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### Holder 2/Secondary contact:

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

Address: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

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

*Please attach an additional sheet to register more than two (2) holders.*

## Interment site

Cemetery: \_\_\_\_\_

Section/Wall: \_\_\_\_\_ Row: \_\_\_\_\_ Allotment: \_\_\_\_\_

Are the remains of any persons interred in the interment site?  YES  NO

If yes, identity of person/s (full name/s and date of birth): \_\_\_\_\_

\_\_\_\_\_

## Details of NEW holder/s

### Holder 1:

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

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

Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Do you hold other interment right/s in any cemetery within the Kempsey Shire?  YES  NO

### Holder 2:

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

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

Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Do you hold other interment right/s in any cemetery within the Kempsey Shire?  YES  NO

*Please attach an additional sheet to register more than two (2) holders.*

## Interment site

Number of persons whose remains may be interred: \_\_\_\_\_

Full body interments: \_\_\_\_\_ Ash interments: \_\_\_\_\_

Identity of person/s whose remains may be interred (full name/s and date of birth):

\_\_\_\_\_

**OR**

Class of person/s whose remains may be interred: \_\_\_\_\_

Specify a person who may nominate the person/s whose remains may be interred:

\_\_\_\_\_

## Next of kin/secondary contact nominated by a new holder of Interment Right

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

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

Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## Proof of identity requirement

Applicants must produce two of the following to be copied and retained by Council: driver's licence issued by an Australian state or territory; identification page from a valid passport; citizenship certificate; credit card; identification card issued by an employer; identification card issued by the Commonwealth or state or territory government; copy of birth certificate.

This identification may be used in the future to validate identification.

# Authorisation to transfer of Interment Right

## REGISTERED holder/s to complete

I/We the undersigned as the registered holder/s of the Interment Right, hereby transfer my/our interest in the Interment Right and request that the cemetery operator re-register the Interment Right in the name/s of the new holder/s in accordance with the provisions of the *Cemeteries and Crematoria Act 2013*.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of registered holder: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of registered holder: \_\_\_\_\_

*Please attach an additional sheet if more than two (2) holders are to be registered.*

## NEW holder/s to complete

I/We the undersigned accept the transfer of the Interment Right. I/we acknowledge that the transfer will not take effect until the transfer fee has been paid, Council's register has been updated and I/We have been issued with a Certificate of Perpetual Interment Right.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of registered holder: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of registered holder: \_\_\_\_\_

*Please attach an additional sheet if more than two (2) holders are to be registered.*

**Fee payable:** \_\_\_\_\_

**Note:** Council may refuse to grant or transfer an interment right if, in Council's opinion, the transfer would tend to create a monopoly or encourage dealing in interment rights.

*Cemeteries and Crematoria Act 2013, Section 60*

No work is to be undertaken in any cemetery within the Kempsey Shire without the prior written consent of Council.

### Office Use Only

Transfer Fees: \_\_\_\_\_ Tax Invoice: \_\_\_\_\_ Receipt: \_\_\_\_\_ Identification copied: \_\_\_\_\_

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.