

## APPLICATION FOR PERPETUAL INTERMENT RIGHT - RESERVATION

**PURPOSE OF APPLICATION FORM** - *Application for Perpetual Interment Right - Reservation* to be submitted in order to acquire a burial site within a cemetery in accordance with the *Cemeteries and Crematoria Act 2013*. Prior to interment an *Application for Perpetual Interment Right* is to be submitted and interment cannot take place without an *Order of Perpetual Right of Interment* being issued under Subsection 67 of *Cemeteries and Crematoria Act 2013*.

**NOTE:** This form and all associated fees must be submitted to Council prior to a *Certificate of Perpetual Interment Right* being issued. An interment right is an 'interest' in land, the right holder does not become the owner of the land. Reservation fees do not include interment fees which will be payable at time of interment. All fees and charges can be viewed on Council's website and are subject to change.

### HOLDER AND ASSOCIATED INFORMATION

#### DETAILS OF APPLICANT - IF NOT INTENDED INTERMENT RIGHT HOLDER

Applicant Name/s	<input type="text"/>
Relationship to Holder/s	<input type="text"/>
Address	<input type="text"/>
Mailing Address	<input type="text"/>
Phone	<input type="text"/>

#### PERPETUAL RIGHT HOLDER 1

Holder 1 Name/s	<input type="text"/>
Address	<input type="text"/>
Mailing Address	<input type="text"/>
Phone	<input type="text"/>

#### PERPETUAL RIGHT HOLDER 2 – EXTRA DEPTH OR ASHES FOR SINGLE DEPTH ONLY

Holder 2 Name/s	<input type="text"/>
Address	<input type="text"/>
Mailing Address	<input type="text"/>
Phone	<input type="text"/>

#### DETAILS OF NEXT OF KIN / NOMINEE FOR INTERMENT OF REMAINS

Next of Kin Name/s	<input type="text"/>
Relationship to Holder/s	<input type="text"/>
Address	<input type="text"/>
Mailing Address	<input type="text"/>
Phone	<input type="text"/>

## RESERVATION INFORMATION

Cemetery Location

Section

Row

Allotment

Grave ID No. (If applicable)

Grave Depth (Single/Extra)

Permission Granted for Ashes to be interred if requested for Family Members ONLY

**NOTE:** Interments into Cemetery Sections can be one of the following

- a) 2 body interments and 2 ash interments (where available)
- b) 4 ash interments only

Interment details of holders other than Holder 1 & 2 will need to be submitted on another application. If single depth allotment 1 form per applicant required

## SERVICE PROVIDER INFORMATION

Funeral Director

Address

Phone

## TERMS AND CONDITIONS

1. Department of Health approval is required for shrouded or shallow burials (Clause 63 and 64 of the *Public Health Regulation Act 2012*). The Interment Right Holder/s is responsible for the application process. A copy of the Department of Health's approval must be held by the Funeral Director.
2. A Cemetery Operator cannot, without the approval of the Cemeteries Agency, grant or transfer an interment right to a person if the granting or transfer of the interment right will result in the person (including jointly) holding interment rights in respect of more than 2 interment sites in the cemetery for which the interment right is sought or being sort to be transferred as per Section 56 (4) under the *Cemeteries and Crematoria Act 2013*.
3. An interment right is an 'interest' in land but the right holder does not become the owner of the land. Perpetual Interment Rights under Section 46 Part 1 (d) of the *Cemeteries and Crematoria Act 2013* requires remains be undisturbed in perpetuity unless disturbance or removal at an earlier time is requested or authorised by the holder of the interment right.
4. The Cemetery Operator will make provisions for interment to be granted in line with mandatory code of practice requirements under Section 31 of the *Cemeteries and Crematoria Act 2013* with conditions and specifications allowable under the *Cemetery Operator's Policy/Procedures/Requirements* in that specific interment section.
5. A memorial to the deceased may be placed only upon written approval from Cemetery Operator. It is to be of the type allowed under the *Cemetery Operator's Policy/Procedures/Requirements* in that specific interment section. Any memorial to the deceased person lawfully placed at that site, with permission of the Cemetery Operator is to be left undisturbed (provided interment remains in force and the memorial is keep in good repair) until such time as the memorial may be disturbed in accordance with the *Cemeteries and Crematoria Act 2013* unless disturbance at an earlier time is requested or authorised by the holder of the interment right.
6. The Interment Right Holder/s is/are responsible for the care and maintenance of individual interment sites where they have placed a memorial. Monument/Memorial ownership and all responsibilities therein reside with the grantee and his/her heir/successors to the grave where the monument is erected. The Cemetery Operator will not be liable for care, maintenance, preservation or restoration.
7. The Cemetery Operator reserves the right to refuse permission for any proposed memorial construction or alteration in its absolute discretion without assigning any reason. The Cemetery Operator has the right (but not the obligation) to remove any unapproved memorial or alteration without notice to any person.
8. Glass, alcohol or other items that the Cemetery Operator deems to be a safety hazard/environmental hazard are not permitted and if necessary may be removed without notice to any person. No items are to be placed, glued or otherwise onto any Memorial Wall or Memorial Garden kerbing.
9. The Cemetery Operator actively discourages unsavoury behaviour and is not responsible or liable for the security of tributes, objects or mementos placed in the cemetery.
10. The Cemetery Operator reserves the right to review and/or amend these Terms and Condition, its holdings, interment sites and property within its cemeteries at any time, without notice to you.
11. Fees & Charges are available on Council's website. Please note these fees and charges are subject to change.
12. Additional information is available in the *Cemetery Operators Policy* upon request.

## PRIVACY NOTICE

Information collected on this form is held in accordance with the *Privacy and Personal Information Protection Act 1998*. Personal information is collected for a lawful purpose that directly relates to our primary function of providing cemetery/cremation services in accordance with the *Cemeteries and Crematoria Act 2013*. We will not collect any more information than is necessary to fulfil these functions. Except as necessary to carry out these functions, we will not disclose your personal information to anyone without your consent unless legally required to do so. We will take all reasonable steps to protect the security of any personal information held, be it stored in electronic or hard copy format. You may request access to your personal information held by us, except in the circumstances set out in Part 2, Division 3 of the *Privacy and Personal Information Protection Act 1998*.

## APPLICANT/HOLDER DECLARATION

We, the undersigned, request the Cemetery Operator - Inverell Shire Council, to issue a *Certificate for Perpetual Interment Right* in accordance with the *Cemeteries and Crematoria Act 2013*, for the purpose of future burial/s in line with details in this form. The undersigned Holder/s / Next of Kin / Nominee / Applicant certify that they are duly empower and have sufficient relationship to the parties stated.

We, the undersigned understand the terms and conditions as stated in this application and furthermore, hold safe and harmless the Cemetery Operator against all actions, proceedings, claims, demands, damages, costs, losses and expenses whatsoever by reason of the Operator having issued consent presuming information provided is correct.

Applicants Name/s	<input type="text"/>	
Applicants Signature	<input type="text" value="x"/>	Date <input type="text"/>
Holder 1 Name/s	<input type="text"/>	
Holder 1 Signature	<input type="text" value="x"/>	Date <input type="text"/>
Holder 2 Name/s	<input type="text"/>	
Holder 2 Signature	<input type="text" value="x"/>	Date <input type="text"/>

## PROOF OF IDENTITY

Holder/s/Applicant must produce two original identification documents one of which must provide photo identification. These may include a passport, licence issued under Australian Law (driver's licence or other government issued licence), birth certificate/citizenship certificate, credit card, EFTPOS card, Medicare Card and membership to a registered club.

## IDENTIFICATION DETAILS

Identification 1	<input type="text"/>
Identification 2	<input type="text"/>

## DECLARATION BY REPRESENTATIVE OF CEMETERY OPERATOR

I, the undersigned confirm I act on behalf of the Cemetery Operator – Inverell Shire Council and have sighted and photocopied the above listed forms of identification. I declare the attached Identification to be true and accurate copies of the original documents.

Signatory	<input type="text"/>	
Signature	<input type="text" value="x"/>	Date <input type="text"/>

## OFFICE USE

Amount Paid	<input type="text"/>	Rec No.	<input type="text"/>	Date	<input type="text"/>
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## PAYMENT DETAILS

Direct Deposit                      Cash                                      Cheque                                      Credit Card

**Direct Deposit Details**      Inverell Shire Council      -      BSB (082 649) ACCOUNT NUMBER (665 471 464)

### Credit Card Details

Card Type	Visa	Mastercard	
Card Number	<input type="text"/>		
Card Number	<input type="text"/>		
Signature	<input type="text"/>		
Card Expiry	<input type="text"/>	CVV	<input type="text"/>

\*\* Merchant Service Fee applies of 0.65%

## OFFICE USE

Inverell Cemetery	Village Cemetery				
GL Number -PJ 126370-1000-43012	GL Number PJ -126310-1000-43012				
Amount Paid	<input type="text"/>	Rec No.	<input type="text"/>	Date	<input type="text"/>
Trim No.	<input type="text"/>				