

Pre-need/ At-need Application

Application type

Pre-need (reservation)	\$1,419.73
At-need (immediate use)	\$1,849.77
Burial Permit Interment (per application)	\$430.04
Interment of Ashes (in burial plot per application)	\$337.04

Section A – Burial details

Cemetery: Religion:
Section: Plot no:

Section B – Details about deceased (not required for pre-need)

Surname: First name:
Last residential address:
Date of birth:
Date deceased: Burial date: Age:

Section C – Applicant/s (holder/s or intended holder/s of interment right)

Holder 1

Name:
Address:
Phone: Relationship to deceased: Reservation for self

Holder 2

Name:
Address:
Phone: Relationship to deceased: Reservation for self

Section D – Proof of identity (check two forms of ID)

Passport	Drivers licence
Birth certificate	Credit card
EFTPOS card	Medicare card
Pension card	Healthcare card

I (name of consultant) of (organisation) declare that I have sighted two of the above original forms of identification, provided by below Applicant/Interment Right Holder.

Signature of consultant:

Date:

Section E – Interment nomination

Identify the name/identity of the person/s whose remains may be interred:

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

Specify the type of person, in relation to the Right Holder/s, who may nominate the person/s whose remains may be interred. E.g. family, children, friends, partners etc.:

Section F – Next of kin (any next of kin or other persons nominated by the holder/s as secondary contact)

Name:

Address:

Phone:

Relationship to deceased:

Section G – Funeral director (not required for pre-need)

Name:

Phone:

Postal address:

NOTE: Upon payment of the current fee to purchase the rights to a plot in one of Maitland City Council's Cemeteries, an Interment Right will be issued to the person nominated as the Holder (the applicant/s). This Interment Right gives that person/s, or any other person/s they nominate, the right to be interred or erect monumental structure in that plot.

Should the deceased be the Holder, then the Interment Right becomes part of their estate, to be administrated by their Executor or administrator. If there is no Executor, then the Next of Kin who is

the 'major beneficiary' may authorise the opening of the grave for the interment of the deceased. Only the Holder of the Interment Right can authorise an interment into the plot and the placement of any Monumental Works on the plot.

The Interment Right can be transferred to another person as long as the grave is vacant. This is not legally complete until any transfer is registered in Maitland City Council's Cemetery Register. It is necessary to supply relevant information such as a will, statutory declaration, or evidence of identity to transfer the ownership of a plot.

Graves can usually be dug to a depth to accommodate two coffins and six ashes. However, occasionally, due to rock or stability problems not evident prior to commencement of digging the grave, ground conditions may not allow for burial in an allocated plot. In these circumstances an alternate plot will be allocated.

Council does not insure the grave/ headstones/ or monumental work.

Section H – Signature/s (all applicant/s)

I declare the information I have supplied in this application is true and correct and I have legal authority to make this application.

Signature:

Date:

Signature:

Date:

Return the form to:

Maitland City Council
PO Box 220, Maitland NSW 2320

OR

cemeteries@maitland.nsw.gov.au

Privacy and personal information protection notice

The collection of this information is a statutory requirement under the *Cemeteries & Crematoria Act 2013 & Public Health Regulation 2012*. This document will form part of a public record that council may use and or make available in accordance with the *Privacy and Personal Information Protection Act 1998* and the *Government Information (Public Access) Act 2009*. A consequence of non-provision may result in burial plot not being allocated. Council will take all reasonable steps to protect the personal information it holds from misuse, unauthorised access and modification. Council will retain your personal information for a period that is in accordance with the State Records General Authority 39 (GA39).

OFFICE USE ONLY (payment codes – reservations gl 30401 BCI/ interment gl 30400 BCI/ ccnsw interment service levy 1873.3177 BCI)

Amount paid:

Date:

Receipt no: