



# Monumental Works Application

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Approval Number

## Location of Works

- Narromine Lawn  Narromine Monumental  Trangie Lawn  Trangie Monumental  
 Tomingley Monumental

## Applicant's details

- Perpetual Right Holder (Grantee)  Next of Kin  Executor  Authorised person (proof required)

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

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

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (M) \_\_\_\_\_

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

I have read Council's Terms & Conditions and hereby agree to abide by those conditions.

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APPLICANT TO SIGN

## Deceased details

Full name of deceased: \_\_\_\_\_ AKA \_\_\_\_\_

Date of birth: \_\_\_\_\_ Date of death: \_\_\_\_\_ Age: \_\_\_\_\_

## Stonemason details

Name: \_\_\_\_\_

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

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

Licence Number: \_\_\_\_\_ Insurer details: \_\_\_\_\_

\* All monumental work in Council cemeteries is to be carried out by registered stonemasons who have the relevant qualifications and carry Public Liability Insurance cover of \$20,000,000. A Certificate of Currency must accompany this application.

I have read Council's Terms & Conditions and hereby agree to abide by those conditions.

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STONEMASON TO SIGN

## Cemetery details

Cemetery: \_\_\_\_\_ Section: \_\_\_\_\_ Row: \_\_\_\_\_ Grave/Niche No: \_\_\_\_\_

## Proposed Monumental Work details

- New Single Headstone  New Double Headstone  Removal of existing headstone to update inscription  
 Full Grave Monuments (Monumental sections only)  Slab over grave (Monumental section only)  
 Renovate or add further monumental works (Monumental section only)  Memorial plaque

## Proposed timeframe of work

Start Date: \_\_\_\_\_ Start time: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Proposed Monument Details: (for new headstones or full grave monuments)

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Please provide detailed drawing of the proposed monumental work. Include specifications and dimensions for the monument including foundations and piers (attach additional pages if further space is required).

Inscription details:

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Terms & Conditions

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- All headstones must be constructed to Council specifications for the specific location of the monument.
- No works are to be carried out in Council's cemeteries without written approval.
- Council reserves the right to remove any monument that has been placed without approval.
- All monumental works must comply with AS4204-1994 Headstones and Cemetery Monuments.
- All structural materials used must have a service life expectancy of 50 years, corrugated iron, timber, kopper logs/treated pine, wire, shade cloth etc., are not permitted.
- Any damage to surrounding headstones during the placement of any monument/s will be the responsibility of the stonemason.
- All areas of the worksite must be left tidy after any works have been completed.
- All monumental work will cease for the duration of any funeral/memorial service.
- Vehicles are to remain on designated roadways except where accessing the specific plot and must make all reasonable attempts to minimise vehicle impact on the surrounding landscape.
- Council will not be liable for the repair, maintenance, upkeep or preservation of any plaque or item placed on the grave.
- Monument ownership and all the responsibilities therein, reside with the Grantee or his or her successor/s to the grave.
- Council reserves the right to remove or modify a monument that it considers inappropriate or dangerous to Council staff, Council contractors or visitors.
- Any changes made to this application after initial approval will require further approval before works can commence.
- Fees associated with any monumental work must be paid at the time of lodgement of application.
- Council reserves the right to refuse any application.

**Office Use Only:**

Cemetery: \_\_\_\_\_ Section: \_\_\_\_\_ Row: \_\_\_\_\_ Grave No: \_\_\_\_\_

Headstone Fee Applicable:      Yes / No      Fee payable \$ \_\_\_\_\_

Burial Register: \_\_\_\_\_ Cemetery Book: \_\_\_\_\_ Old Register: \_\_\_\_\_ OpusXc: \_\_\_\_\_ Word Register: \_\_\_\_\_

Approval granted by Cemetery Operator:

Approval Number:

Date: