

Application for memorial site, placement of ashes and memorial plaque



Caboolture district office **Postal Address** **Customer Response Department** **Internet**
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Fees listed are applicable 1 July 2024 – 30 June 2025

ABN: 92 967 232 136

Note: Only one plaque can be placed per niche. This form is to be signed by the holder of the burial rights for the memorial site. Persons desiring a Commonwealth War Graves Memorial Plaque for ex-serviceman should **NOT** complete this form. Please contact Council as referenced above for further information.

1. Application type:

Is this application for:

- New site** - refer to fee column A & C below
 Use of a reserved site - refer to fee column B & C below
 Use of an existing site (2nd or subsequent) - refer to fee column B & D below

2. Applicant/Burial Rights Holder:

Given name/s: Surname:

Postal address:

Home phone: Mobile: Work phone:

Email address:

Relationship to deceased:

3. Memorial site and plaque fees

Application fee for Placement of Ashes, (either (a) or (b))	(a) Application for Placement of Ashes Niche/Garden/Rock	\$124.00
PLUS Application fee for Placement of a Plaque apply to ALL applications	(b) Application for Placement of Ashes into Grave site	\$203.00
	(c) Application for Placement of a Plaque	\$147.00
	(d) Application for Scattering of Ashes - scatter area only	\$91.00

Memorial site and Plaque fees

Memorial site	Column A		Column B		Column C		Column D	
	Memorial site fees				Plaque fees			
	<input type="checkbox"/>	New Memorial site	<input type="checkbox"/>	Use of Reserve / subsequent placements	<input type="checkbox"/>	New Plaque	<input type="checkbox"/>	Plaque for second or subsequent placement
Niche - Single - Brick or Cast Concrete Wall	<input type="checkbox"/>	\$559.50	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$207.00	<input type="checkbox"/>	N/A
Niche - Single - Corian Wall	<input type="checkbox"/>	\$490.50	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$207.00	<input type="checkbox"/>	N/A
Niche - Companion - Brick Wall	<input type="checkbox"/>	\$731.00	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$351.50	<input type="checkbox"/>	\$178.00
Niche - Companion - Cast Concrete Wall	<input type="checkbox"/>	\$838.00	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$401.50	<input type="checkbox"/>	\$178.00
Niche - Companion - Stone Wall	<input type="checkbox"/>	\$1163.00	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$507.50	<input type="checkbox"/>	\$178.00
Garden - Rose	<input type="checkbox"/>	\$910.50	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$106.00	<input type="checkbox"/>	\$106.00
Garden - Individual	<input type="checkbox"/>	\$682.00	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$106.00	<input type="checkbox"/>	N/A
Garden - Companion	<input type="checkbox"/>	\$1342.50	<input type="checkbox"/>	\$56.50	<input type="checkbox"/>	\$206.50	<input type="checkbox"/>	\$178.00
Rock - Companion	<input type="checkbox"/>	\$2791.50	<input type="checkbox"/>	\$84.50	<input type="checkbox"/>	\$507.50	<input type="checkbox"/>	\$106.00
Rock - Family	<input type="checkbox"/>	\$4481.00	<input type="checkbox"/>	\$84.50	<input type="checkbox"/>	\$507.50	<input type="checkbox"/>	\$106.00
Grave - Lawn	<input type="checkbox"/>	\$3149.50	<input type="checkbox"/>	\$169.50	<input type="checkbox"/>	\$682.00	<input type="checkbox"/>	\$178.00
Grave - Monumental	<input type="checkbox"/>	\$5956.00	<input type="checkbox"/>	\$169.50	<input type="checkbox"/>	\$682.00	<input type="checkbox"/>	\$178.00
Scatter Area	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	\$106.00	<input type="checkbox"/>	\$106.00

4. Memorial site details:

Cemetery: Niche/Grave Number:

Name of deceased: Sex: Male Female

Late address:

Date of birth: Date of death: Age:

Cause of death:

Copy of Death Certificate attached: Yes No Was the deceased an ex-serviceman? Yes No

Would you like to arrange to meet a council officer at the cemetery for the placement of the ashes and plaque: Yes No

5. Location of ashes:

- With next of kin, or
 Do you require council to collect the ashes from a funeral director / crematorium within the Moreton Bay region?

Where ashes are to be collected on your behalf, please attach a letter authorising council to collect.
Please note ashes will not be released to council where accounts are outstanding.

Please collect from:

Funeral director / crematorium: Contact Name:
Collection address: Phone number:

NOTE: Niches come in various shapes and sizes. Decanting of ashes into an appropriate container may be required, any excess ashes will be provided in a suitable container to the burial right holder by council.

6. Details of inscription:

- No cross Plain cross Roman Catholic cross

Line 1:
Line 2:
Line 3:
Line 4:
Line 5:
Line 6:
Line 7:

Extra lines:

Please nominate any additional requirements you have (if applicable):

Item	Price	Item	Price
<input type="checkbox"/> Oval ceramic photo (3cm x 4cm) - <i>Columbarium</i>	\$134.50	<input type="checkbox"/> Oval ceramic photo (5cm x 7cm)	\$174.00
<input type="checkbox"/> Oval ceramic photo (5.5cm x 6cm) – <i>Rose Garden only</i>	\$123.50	<input type="checkbox"/> Vase – <i>Columbarium walls only</i>	\$79.50
<input type="checkbox"/> Emblem or badge, please specify: Emblem: _____		Badge: _____	\$88.50

If additional inscription, emblems or design features are required, please contact Council as referenced above.

7. Application checklist

Please complete the following checklist and ensure required documentation is attached. Failure to provide required information will result in delays to the processing of the application.

- Copy of Death Certificate attached
 Declaration (Section 8) completed and signed
 Letter of authority to collect the ashes from the funeral director / crematorium attached (If applicable)
 Photo (if applicable)
 Fees calculated to include the Application fees, Site and Plaque fees from section 3 and if applicable, any additional items from section 6. The total of the applicable fees will need to be paid at the time of lodgement.

8. Declaration:

I hereby acknowledge that I am the burial rights holder for the above described niche, grave or memorial site and authorise the placement of ashes and memorial plaque as detailed above:

Signature: Date:

Office use only			
Cemetery: _____	Grave/niche number: _____	Decanting of ashes required: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Receipt no _____	Amount paid _____	Date _____	
Copy of death certificate attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	CSO: _____		

Privacy statement

Moreton Bay City Council is collecting your personal information for the purpose of establishing criteria for interment in a cemetery. Council will use your personal information to update council's customer information records and to contact you about other functions and services of council.