

Application to Carry Out Work in a Cemetery On behalf of or by an Applicant

Name of applicant	<input type="text"/>		
Address	<input type="text"/>	Town	<input type="text"/>
		Postcode	<input type="text"/>
Phone	<input type="text"/>		

Cemetery Location

Tweed Valley Lawn Tweed Heads Lawn Tweed Heads General
 Murwillumbah Lawn Murwillumbah General

Row No. Allotment No.

Name of Deceased Date of Death

Description of Proposed Work
Please attach drawing detailing the work. Be sure to include specifications for the monuments, foundations and piers.

Material to be used

Headstone Inscription

Monumental Stonemason

Name

Address Town
Postcode

Phone

If a stonemason is not carrying out the work, please demonstrate relevant competencies

Cemetery Administrator to complete

Section Row Allotment

Signature of applicant

(The application must be made by the Applicant for the burial or authorized by the original Applicant or Executor)

Office use only

Date Receipt Number Amount \$

Application to Carry Out Work in a Cemetery

Minimum Standard for Work in Cemeteries

- The work is limited to the exclusive right held by the grantee.
- All work must conform to Australian Standards Association's AS4204 "Headstones & Cemetery Monuments" and be certified on completion of works.
- All work must be carried out in a tradesman like manner.
- All materials shall be of a permanent nature-timber, bricks & mortar. Ferrous metals etc are not considered permanent or appropriate for monuments over exclusive rights of burial.
- The work shall not interfere with the rights of visitors to the cemetery or gardens.
- The work shall not encroach onto adjoining sites-that is, it will be limited and contained within the site or allotment described in the PERMIT.
- The work site must be kept neat, tidy and safe at all times.
- The contractor or worker must not allow access ways to be obstructed by materials, tools, plant etc.
- All debris, rubbish, materials, tools etc must be removed from the site AND the cemetery or memorial gardens at the end of each working shift.

Application Lodgement Fees

Fees, are payable to Council. They may be paid to the cashier at the administration building at Murwillumbah or Tweed Heads.

The payment of fees does not constitute a permit. Fees are paid for the consideration and assessment of the application. Fees are not refundable if the application is rejected.



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Information and Conditions

Tweed Shire Council manages all Cemeteries in the Tweed Shire.

Council has a "Policy", which sets out conditions of use that affect the cemeteries and those who enter them. If you'd like a copy of the Policy please contact the Tweed Shire Council Office.

However, if the area where you are considering obtaining a Right of Burial is subject to additional conditions, they are set out below. Your application can only be considered if you consent to comply with them.

1. The Council is responsible for the administration, maintenance and appearance of the cemetery.
2. By "*Lawn Cemetery*" we mean the ALL of the area that makes up the Lawn Cemetery.
3. A Right of Burial, if granted, is not an easement but a license: it is irrevocable once a body has been buried in the licensed plot.
4. If you decide at some future time that the Right of Burial you have obtained will not be needed you can relinquish it to Council.
 - a. Only unused (vacant) Rights of Burial can be relinquished.
 - b. *You must return the original Right of Burial Certificate you were issued to Council*
 - c. *Council will refund you the amount originally paid for the Right of Burial, from which will be deducted Council's Administration Fee.*
5. Council will administer and arrange to carry out all work relating to the interment of a body of a dead person or the cremated remains of a dead person in the Right of Burial.
6. The scattering of ashes (cremated remains) is NOT permitted in any of Council's Cemeteries without prior approval.
7. The Council is responsible for the maintenance of graves in the *Lawn Cemetery*, and will determine the quality of care required.
8. You are not allowed to place any structure or construction in any part of the *Lawn Cemetery*. *Trinkets, wooden crosses and other monuments are not permitted.*
9. The Council is responsible for the procurement of plaques and their fixings in the *Lawn Cemetery*.
10. Bronze memorial plaques have been selected for their long lasting qualities. However, plaques will exhibit signs of natural ageing or may be affected by the elements and environment. The resultant changes should not be confused with faulty workmanship.
11. Plaques can be restored to their original condition at the expense of the grantee.
12. All plants (flora) within the *Lawn Cemetery* including their selection, planting, maintenance & removal, are the sole responsibility of the Council.
13. You are not allowed to plant flowers, shrubs, bushes, trees etc in the *Lawn Cemetery* without prior approval from Council.
14. **You are not allowed to leave vases, glass jars, ceramic containers and statues, metal containers etc in the *Lawn Cemetery*. For Occupational Health & Safety and Public Safety reasons such items will be removed without notice.**
15. Artificial Flowers are NOT permitted and will be removed without notice.
16. Use only approved plastic vases available at distribution points in the cemetery and gardens. **Families may supply their own vases provided there are made of non-breakable material such as plastic or copper and have a spike on the base to stop them tipping over.**
17. Cut flowers can be left in the vases provided by Council.
18. Decaying flowers will be removed without notice.