



# GOLD COAST CITY COUNCIL – FORM 1

## APPLICATION FOR GRAVESITE/BURIAL - COUNCIL CEMETERY

- Please use BLOCK letters
- Please tick boxes
- PLEASE READ CAREFULLY

**Lawn**

**Lower Coomera, Mudgeeraba, Southport Lawn (lawn & lawn beam)**

**Nerang standard lawn only** - Only plaque, base & one vase (Council supplied vase) allowed in standard lawn section

**Lawn Beam**

**Ornamentation & additional vase allowed in beam section only**

**Monumental**

**Alberton, Lower Coomera, Mudgeeraba, Nerang, Pimpama, Southport General**  
Ornamentation/Monuments allowed within Council's regulations

**This Application must be accompanied by an initial booking telephone call on (07) 55816640  
Please fax this form to (07) 5581 6005**

**SOUTHPORT CEMETERY**

Office Use Only – FILE NO:  
PN..... / 65 / 02

**SECTION 1 – Service and Deceased Details (Complete sections 1 & 2)**

Interment Day	Interment Date	Time (Cemetery)	Funeral Director (Company Name) <b>MUSLIM FUNERAL SERVICES Ltd</b>	Phone contact	Fax <b>07 3319 6750</b>
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Deceased Surname	Given Names	Mr / Mrs / Ms	Age	Date of Death ...../...../.....
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Last Address	Postcode
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<input type="checkbox"/> NEW GRAVE (General area of Cemetery) Single / Double / Triple  <input type="checkbox"/> <input checked="" type="checkbox"/> <b>ISLAMIC (SOUTHPORT GENERAL ONLY)</b>  <input type="checkbox"/> INFANT SECTION (SOUTHPORT LAWN & S'PORT GENERAL ONLY)	<input type="checkbox"/> PRE SELECTED GRAVE SECTION:..... GRAVE NO: ..... RESERVE / PREPURCHASED Single / Double / Triple	<input type="checkbox"/> ASHES INTERMENT .....  <input type="checkbox"/> REOPEN – (SITE NO):..... Reopen Grave of: ..... Date of Death: .....
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Please choose:	<b>COFFIN / CASKET DETAIL - EXTERIOR DIMENSIONS INCLUSIVE OF HANDLES (METRIC)</b>	Service Type:	Subject to availability	Please choose:
<input type="checkbox"/> Coffin	Length ..... mm	<input type="checkbox"/> Committal	<input type="checkbox"/> Fixed Gazebo	<input type="checkbox"/> Prepurchase of adjacent gravesite
OR	Width ..... mm	<input type="checkbox"/> Grave side	<input type="checkbox"/> Portable Shelter	<input type="checkbox"/> Prepayment of burial/interment fee Single / Double / Triple
<input type="checkbox"/> Casket	Depth: ..... mm			

**LOWERING DEVICE (BOOKING REQUIRED) – YES /  NO**

**SPECIAL REQUIREMENTS: - MUSLIM BURIAL**

I acknowledge the contents above	Funeral Director's Signature & Date	METHOD OF PAYMENT Cheque / <input checked="" type="checkbox"/> <b>Invoice</b>
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**Section 2 – Burial Right Holder details** **Applicant details**

Surname	GivenNames	Mr / Mrs / Ms	Surname	GivenNames	Mr / Mrs / Ms
Address			Address		
Postcode			Postcode		
Relationship to deceased		Contact Number:	Relationship to deceased		Contact Number:

**PLEASE READ CAREFULLY CONDITIONS OF BURIAL RIGHTS AND MEMORIALISATION OVERLEAF BEFORE SIGNING DOCUMENT**

<b>OFFICE USE ONLY:</b>	Form Dated 15/5/2012
Fee (GST INCLUSIVE)	<b>A/C 58506 RN .....</b>
Grave Description:	<input type="checkbox"/> <b>SEXTON COPY</b>
Received by:	Date: <input style="width: 100px;" type="text"/>

### **CONDITIONS & RULES**

Gold Coast City Council (Council) manages 8 cemeteries in the Gold Coast City.

Council has a Local Law & Subordinate Local law for Cemeteries which sets out conditions and rules that affect the cemeteries and those who enter them. If you'd like a copy of this please contact Council.

The Applicant and Burial Right Holder must comply with all rules or regulations which may apply to the operation of the cemetery. Council may vary its rules and regulations at any time and in any manner it deems appropriate.

1. Council is responsible for the administration, maintenance and appearance of Council's cemeteries.
2. Council may grant a request to pre-purchase burial rights for a plot if satisfied that there is sufficient land available in Council's cemeteries.
3. If a request to pre-purchase burial rights for a plot is granted by Council, the person may, at any time during their lifetime, provide a written notice to Council nominating the persons whose bodies or ashes may be buried in the plot.
4. If no human remains (including cremated remains) are buried or interred in the plot within 60 years after the day the burial right is given, Council may revoke the burial right.
5. The person may relinquish the burial rights for the plot back to Council for a price determined by Council.
6. After the death of the person, Council may permit a descendant or relative of the person, or the ashes of a descendant or relative, to be buried in the plot, if there is sufficient room for more than 1 person to be buried in the plot.
7. Under no circumstances is a person permitted to enter into a gravesite to carry out works without written approval from Council to ensure compliance with the code of practice for entering a confined space.
8. The scattering of ashes (cremated remains) is NOT permitted in any of Council's Cemeteries without prior approval.

#### **LAWN & LAWN BEAM SECTIONS:**

9. Lawn sections cater for burials where a monument or a grave surround is not permitted. A memorial tablet or plaque is placed on a gravesite or on a concrete beam in accordance with Council's Local Law and the remaining gravesite surrounds are turfed.
10. Council is responsible for the care and maintenance of graves in lawn sections. Trinkets, wooden crosses and other monuments are not permitted in this section.
11. All plaques and bases for lawn cemeteries must be installed by Council. Granite/marble bases for lawn graves may be supplied by monumental masons (provided bases are to Council's specifications). "Form 7" should be completed and forwarded to Council outlining required details of the plaque and base together with payment of the scheduled permit fee.

12. Memorial plaques can be purchased through Council. Council supplies bronze memorial plaques due to its long lasting qualities. However, these 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.

13. Plaques can be restored to their original condition at the expense of burial right holder, family or descendants.

14. Breakable vases, glass jars, statues, ceramic and metal containers are not permitted to be left in lawn sections. For occupational health and public safety reasons such items will be removed without notice. Families may supply their own vases provided they are made of non-breakable material such as plastic or copper and have a spike on the base to stop them tipping over.

15. Council supplied plastic vases are available at distribution points in cemetery lawn sections.

16. Decaying flowers will be removed without notice.

#### **MONUMENTAL SECTIONS:**

17. The construction of a monument or headstone in a monumental section requires Council approval. An application form (Form 6) should be completed and forwarded to Council outlining proposed details together with payment of the scheduled permit fee.

18. Council accepts no responsibility for the maintenance of any monument that may be constructed on the grave. The monument will always remain the responsibility of the Burial Right Holder or his or her family and descendants. Council reserves the right to remove any monument (after due notice to family or descendants) if and when the condition of which renders it dangerous to cemetery staff or visitors.

#### **ASHES SITES: Columbarium Niche Wall / Memorial Gardens**

19. Council may grant a request to pre-purchase ashes sites if satisfied that a niche or memorial garden is available.

20. A pre-purchased site may be relinquished to Council at a price determined by Council.

21. Council shall maintain a niche or memorial garden for a period of seventy (70) years from the time it is first used for the disposal of ashes. After the expiration of seventy (70) years Council may remove a niche and demolish a columbarium niche wall or memorial garden. Unless claimed by a descendant of the deceased person, Council shall bury free of charge, the contents of niches and inscription plates in a general Garden of Remembrance. The niche will then revert to Council.

22. If the ashes of a person are at any time removed from a niche by a representative of the deceased person, the niche reverts to Council.

23. Fresh flowers only to be placed in memorial gardens.

24. Council supplied plastic vases are available at distribution points in lawn sections of a cemetery.

25. Decaying flowers will be removed without notice.

I do not wish to have a tribute notice published on [www.heavenaddress.com](http://www.heavenaddress.com) and acknowledge my contact details may be provided to the web content owner for the purposes of verification required on any information provided to or on the site.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE:** Council acts in good faith when it relies on advice provided by applicants and does not accept any responsibility for allowing a burial that might be the subject of a later dispute between family members. The personal information collected on page 1 of this form is used in the collection of personal information in accordance with Council's Local Law 13. Unless you have otherwise authorised, this information will only be used for the creation of a burial/interment record in Council's cemetery database. The information collected will only be used by authorised Council officers or other persons authorised by Council or legislation.