



**Form to be returned to:**

**Email:** [townsville.cemeteries@townsville.qld.gov.au](mailto:townsville.cemeteries@townsville.qld.gov.au)

**Postal:** Townsville City Council, PO Box 1268, Townsville Qld 4810

**Phone:** 13 48 10

**Service Desk location:** 103 Walker St, Townsville City

\*\*\*SURRENDER OF A RESERVED GRAVE/SITE APPLIES TO UNUSED PLOTS ONLY\*\*\*

## SECTION 1: PLOT DETAILS

CEMETERY: BELGIAN GARDENS OTHER (PLEASE SPECIFY):

SECTION/SUBDIVISION: PLOT NO: RIGHT OF BURIAL CERTIFICATE NUMBER (IF KNOWN): RIGHT OF BURIAL CERTIFICATE ATTACHED:  
YES NO

## SECTION 2: RIGHT OF BURIAL CERTIFICATE HOLDER/S DETAILS

### RIGHT OF BURIAL HOLDER 1.

TITLE: GIVEN NAME/S: SURNAME:

POSTAL ADDRESS:

SUBURB: STATE: POSTCODE:

MOBILE NUMBER WORK OR HOME PHONE NUMBER: EMAIL ADDRESS:

RIGHT OF BURIAL HOLDER 1 SIGNATURE: DATE (DD/MM/YYYY):

### RIGHT OF BURIAL HOLDER 2. (IF APPLICABLE)

TITLE: GIVEN NAME/S: SURNAME:

POSTAL ADDRESS:

SUBURB: STATE: POSTCODE:

MOBILE NUMBER WORK OR HOME PHONE NUMBER: EMAIL ADDRESS:

RIGHT OF BURIAL HOLDER 2 SIGNATURE: DATE (DD/MM/YYYY):



## SECTION 3: PAYMENT METHOD REQUESTED (Tick preferred method of refund payment)

CHEQUE (WHEN TWO CURRENT RIGHT OF BURIAL HOLDERS EXIST, 50% OF BUY BACK AMOUNT WILL BE ALLOCATED TO EACH RIGHT OF BURIAL HOLDER)

DIRECT BANK DEPOSIT

### RIGHT OF BURIAL HOLDER 1.

ACCOUNT NAME:

BANK:

BSB:

ACCOUNT NO:

### RIGHT OF BURIAL HOLDER 2. (IF APPLICABLE)

ACCOUNT NAME:

BANK:

BSB:

ACCOUNT NO:

CERTIFIED COLOUR COPY OF PHOTO IDENTIFICATION ATTACHED.

### TERMS

I declare that the information I have provided in this form is complete and correct. I understand that giving false or misleading information is a serious offence under section 234 of the *Local Government Act 2009*. I acknowledge and accept that I, the Right of Burial holder/s, revoke all burial rights on the plot and request to surrender the reservation on the above-mentioned site to Townsville Cemeteries at the amount of 90% of the original purchase price. For the full Townsville Cemeteries Statement of Principles, please visit: [townsville.qld.gov.au](http://townsville.qld.gov.au)

### PRIVACY NOTICE

Townsville City Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which Council manages personal information is governed by the Information Privacy Act 2009 (Qld). We are collecting your personal information in accordance with Local Government Act 2009 so that we can assess your application and process your request. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our [Information Privacy Policy](#)