

TOWNSVILLE CEMETERIES FORM # 2

INTERMENT CONSENT APPLICATION FORM - PAGE 1 of 3



Form to be returned to: Email: communitydevelopment@townsville.qld.gov.au
 Postal: Townsville City Council, PO Box 1268, Townsville Qld 4810
 Phone: 1300 878 001
 Council's customer service desks located at:

- 103 Walker St, Townsville City
- 86 Thuringowa Drive, Kirwan

SECTION 1: DECEASED DETAILS					
Title:	Given Name/s:		Surname:		
Date of Death:	Date of Birth:	Age:	Gender:	Male	Female
Denomination/Religion:		Place of Birth:			
Last Permanent Address:					
Suburb:		State:	Post Code:		

SECTION 2: LOCATION FOR INTERMENT		
CEMETERY/INTERMENT LOCATION:	Belgian Gardens	Other Location (Please specify): _____
INTERMENT TYPE:	Interment of Coffin	Interment of Ashes
GRAVE TYPE:	Lawn Monumental	Baby Lawn Ashes
GRAVE/SITE DETAILS:	Section/Subdivision: _____	Grave/site No: _____
STATUS:	New Reserve (with interment) Open Reserve Re-open - Name of Last Person Interred: _____	
PLEASE INDICATE IF APPROPRIATE:	Justice Department	Traditional Burial/Single Depth (Acknowledgement Form required)
ADDITIONAL RESERVATION REQUIRED	No	Yes (Reservation Application Form required)
CONFIRM DOCUMENTATION ACCOMPANYING APPLICATION FORM:	Form 9 Cause of Death Certificate <u>or</u> Coroner's Certificate <u>or</u> Cremation Certificate (Ashes only interment)	

SECTION 3: FUNERAL / INTERMENT DETAILS			
Date of Funeral:	Day of Week:		
<i>* Every effort is made to accommodate funeral bookings at similar times while providing privacy and space for families attending.</i>			
Start time of Service:	:	Location of Service:	
Arrival time at Cemetery:	:	Graveside Service	Delivery Only Committal
Dimensions:	Coffin/Casket	Length: mm	Width: mm Depth: mm (Incl. Handles)
	Ashes Urn	Length: mm	Width: mm Depth: mm
Floor/Ledger removal required?:	No Yes	Funeral Director/Family has engaged Monumentalist to remove by Date: Request Townsville City Council to remove, and invoice as per the <i>Fees and Charges</i>	
Special service requirements:	Chairs and Tents required (an additional funeral setup/take down charge will apply. Please refer to current fees & charges) Other - Please Specify:		

SECTION 4: FUNERAL DIRECTOR (IF APPLICABLE)	
Funeral Home:	Booking taken by TCC Staff Member:
Funeral Director (Name):	_____
Funeral Director (Signature):	_____
	Date: _____

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SECTION 5: RIGHT OF BURIAL HOLDER CONSENT FOR INTERMENT

- A) Is this a Reserve and Interment occurring simultaneously?
 Yes (Complete **Section 5.1 Confirmation of Right of Burial Holder details** to appoint the Right of Burial Holder/s)
 No (Continue to Question B)
- B) Are you the Right of Burial Certificate holder for the grave/site?
 Yes (Complete **Section 5.1 – Confirmation of Right of Burial Holder details**)
 No (Continue to Question C)
- C) Is the Right of Burial Certificate holder being interred?
 Yes (Continue to **Section 6 - Applicant Declaration**)
 No (Continue to Question D)
- D) Has the Right of Burial Certificate holder consented to interment?
 Yes → **Right of Burial Holder** to complete **Section 5.1 – Confirmation of Right of Burial Holder details**
 → **Applicant** for Interment to complete **Section 6 – Applicant for Interment**
 No (Application cannot proceed without Right of Burial Holder consent)

SECTION 5.1: CONFIRMATION OF RIGHT OF BURIAL HOLDER DETAILS

- A Right of Burial Certificate is a legal document and permits the right to be buried in a particular plot and the right to authorise the burial of others in the same plot (up to the number permitted in that plot as determined by council).
- The Right of Burial Holder (and Applicant where applicable) must abide with all rules or regulations that may apply to the operation of the Cemetery. Council may vary its rules and regulations at any time and in any manner deemed necessary.
- On the death of the Right of Burial holder, it is the families' responsibility to apply for the transfer of Right of Burial into the rightful beneficiary's name, should they wish to do so.
- For further details please see Townsville Cemeteries Statement of Principles: www.townsville.qld.gov.au (search 'Cemeteries')

RIGHT OF BURIAL HOLDER 1

Title:	Given Name/s:	Surname:	
Postal Address:	Suburb:	State:	Postcode:
Email Address:			
Mobile No:	Work or Home Phone:		
<i>Please note: For reserve and interment simultaneously, by signing below you acknowledge and accept the terms of appointment set out within the Cemeteries Statement of Principles as the Right of Burial holder for the above mentioned grave.</i>			
Right of Burial Holder 1: (Signature)	Date:		

RIGHT OF BURIAL HOLDER 2 (If Applicable)

Title:	Given Name/s:	Surname:	
Postal Address:	Suburb:	State:	Postcode:
Email Address:			
Mobile No:	Work or Home Phone:		
<i>Please note: For reserve and interment simultaneously, by signing below you acknowledge and accept the terms of appointment set out within the Cemeteries Statement of Principles as the Right of Burial holder for the above mentioned grave.</i>			
Right of Burial Holder 2: (Signature)	Date:		

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****ONLY COMPLETE SECTION 6 IN THE EVENT THE RIGHT OF BURIAL CERTIFICATE HOLDER IS NOT THE APPLICANT FOR THIS INTERMENT****

SECTION 6: APPLICANT FOR INTERMENT (IF APPLICABLE)

Title:	Given Name/s:	Surname:
Postal Address:	Suburb: State: Postcode:	
Email Address:		
Mobile No:	Work or Home Phone:	

Advice Provided by Applicant
 Advice provided by the Applicant is relied upon by Council in good faith.
 Council does not accept any responsibility for allowing an interment that might be the subject of a later dispute between family members, Executors and/or assigns.
 The Applicant for this Interment Consent Application Form will be the only person authorised to apply for a **Construction Permit**, unless a formal **Right of Burial transfer** occurs.
 By signing this form, I acknowledge and accept the terms outlined in the Townsville Cemeteries Statement of Principles

Applicant Declaration

I, _____ certify that:

the family have appointed me as the Applicant for the above mentioned interment.

the family has been informed that a **Construction Permit** for the grave/site can only be authorised by myself for the Right of Burial Holder's interment, unless a formal **Right of Burial transfer application** occurs into the rightful beneficiary's name, as specified in legal documentation such as a Last Will of Testament (or in the event a Will is not in place, following the Succession Act).

the above mentioned information, to the best of my knowledge, is true and correct.

Applicant Signature:		Date:	
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Warning
 Under section 117 of the *Cemeteries and Crematoria Act 2003* it is an offence to make a false statement in an application for an interment authorisation, punishable by a fine of up to 240 penalty units or 2 years imprisonment or both.
 Under the *Cemeteries and Crematoria Act 2003*, we are also required to keep records containing certain information regarding interments, cremations and rights of interment. Members of the public are entitled to access those records.
Privacy Notice: In using this form you are providing personal information such as name and contact details. This information will be used only for the purpose of delivering services and carrying out Council business and will only be accessed by persons who have been authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

TCC OFFICE USE ONLY

Funeral Date Confirmed:	Date:		Time:		Processed by:	_____
Application ID:	CEMBG/					
R.O.B certificate No:	CEMBG/ <i>(Note: new plot reservation only)</i>			ROB ECM #		
Monthly Burials Report Updated:	W/E ___/___/___	BDM Batch No. ID:		Mud Map Updated:		Scanned ECM #