



BURIAL APPLICATION FORM

Version No:

1

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Burial Authority

This form ***must*** be completed by the interment right holder *or* a person authorised to exercise the interment right in accordance with Section 35 of the *Burial and Cremation Act 2013* (see overleaf).

DECEASED DETAILS

Title: Dr Mr Ms Mrs Miss Gender: M F

First Name/s: _____ Last Name: _____

Date of Birth: _____ Date of Death: _____ Age: _____

Last Known Address: _____

Suburb: _____

State: _____ Postcode: _____

INTERMENT LOCATION (*choose either Section A or Section B*)

SECTION A - Do you require Council to allocate new interment right Yes No

If Yes please complete the below:

Name of right holders/s _____ Date of Birth: _____

Current Address: _____

Suburb: _____ State: _____ Postcode: _____

Double Depth Interment Right? : Yes No

SECTION B - Is this an Existing location? Yes No

If Yes please complete the below:

Name of right holders/s _____ Date of Birth: _____

Current Address: _____

Suburb: _____ State: _____ Postcode: _____

Double Depth Interment Right? : Yes No

Plot Details: _____ Right Number: _____

Cemetery Location: _____ Expiry Date: _____

Previous Interment?: Yes No

Name of Previous Interment _____

What Cemetery is the Existing Location? _____

INSTRUCTION FOR INTERMENT – please enter details and indicate as applicable

Coffin Size (in millimetres) _____
Length x Width

Name of Funeral Company: _____

Arranger Name (please print) _____

Arranger Signature: _____

FUNERAL DETAILS

Service Location: _____ Date: _____

Person Conducting Ceremony _____ Time: _____

Public Notification: Yes No

AUTHORISED PERSON DETAILS

Title: Dr Mr Ms Mrs Miss Gender: M F Date of Birth: _____

First Name/s: _____ Last Name: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Mobile _____ Tel (H) _____ Tel (W) _____

Relationship to Deceased: _____ Email: _____

I acknowledge that I have read and understand my rights and responsibilities and declare that I am the interment right holder or a person authorised to exercise the interment right in accordance with the conditions listed below.

Date: _____

Authorised Person's Signature: _____

Documentation

All applications for a right to inter bodily remains in a Council cemetery must be accompanied by appropriate documentation in accordance with section 12 of [the Act](#) and Regulation 9 of the Regulations. Council cannot allow disposal of human remains without seeing (and recording the details of):

- | | Attached |
|--|--------------------------|
| a partial certificate of cause of death; or | <input type="checkbox"/> |
| a disposal authorisation; or | <input type="checkbox"/> |
| an authorisation to dispose of human remains granted
by the Minister or the Registrar under section 12 of the Act . | <input type="checkbox"/> |

In addition Regulation 17 requires an identification plate to be attached to a coffin, (or receptacle in the case of cremations) or placed on top of the remains if interred without a coffin.

Your rights and responsibilities:

New interment right

- If a new interment right is being requested in order to facilitate this burial, the Authorised Person will become the interment right holder.
- In signing this Burial Authority, the Authorised Person acknowledges receipt of a Statement by the Funeral Director if a new interment is required.
- An interment rights will only be granted to one interment right holder.

Authority to exercise the interment right

- Only the interment right holder may exercise an interment right, provided that if the interment right holder is deceased the interment right may be exercised by the person representative of the deceased interment right holder (by definition the Executor or Administrator of the Deceased Estate) in accordance with section 35 of the *Burial and Cremation Act 2013*.
- If there is no personal representative the interment right may be exercised in accordance with regulation 32 of the *Burial and Cremation Regulations 2014* as follows:
 - by the spouse of domestic partner of the deceased interment right holder; or
 - if there is no surviving spouse or domestic partner – by the eldest living relative of the deceased interment right holder in the following descending order of priority:
 - a child;
 - a grandchild or great-grandchild;
 - a brother or sister;
 - a parent;
 - a grandparent;
 - an aunt or uncle;
 - a nephew or niece;
 - a cousin;
 - any other blood relative