

Erect a memorial

Use this form to apply to erect a memorial (monument, headstone or plaque)

Request

To undertake works at Riverstone Cemetery
 St Bartholomew's Cemetery ¹

This form

1. Applicant details
2. Intended works
3. Stonemason details
4. Terms and conditions
5. Fees payable

Declarations and signatures

Applicant's declaration and signature

I have read the Terms and conditions.
 The information in this form is true and correct to the best of my knowledge.


Date / /

Stonemason's declaration and signature

I have read and will comply with the Terms and conditions.
 I have attached a copy of my Licence and Public Liability certificate of currency (at least \$10 million)

Date / /

For help and to return this form

 Civic Centre, 62 Flushcombe Rd, Blacktown PO Box 63, Blacktown NSW 2148 DX 8117 Blacktown
 www.blacktown.nsw.gov.au  council@blacktown.nsw.gov.au  02 9839 6000  02 9831 1961

1 Applicant details

Relationship to deceased Interment Right holder

I am the Interment Right holder
 I am authorised representative of the Interment Right holder (evidence of authority may be required).

Contact details

Full name

Postal address

Phone

Email

2 Intended works

A copy of plans of the proposed works (including measurements) must be attached to this application.

Type of works

Monument Headstone Plaque/inscription

Cost of works

\$ _____ Inclusive of GST

¹ St Bartholomew's Cemetery is heritage listed and requires additional approval by way of a s57 Exemption. Blacktown City Council will make this application to the Office of Environment and Heritage. Additional fees apply.

Name of deceased

Location of works (complete for relevant Cemetery only)

Riverstone Cemetery

Denomination

- Catholic
 Church of England
 Methodist
 Muslim, please select
 - AAll Ahmadiyya Anjuman Ishatt-I-Islam Inc
 - AMAAI Ahmadiyya Muslim Association
 - RMCB Riverstone Muslim Cemetery Board Non-sectarian
 Presbyterian

Location

Section # Area # Row # Plot #

St Bartholomew's Cemetery

Location

Section # Plot #

3 Stonemason details

Company

Contact name

Postal address

Phone

Email

Stonemason Licence no

Expiry Date

4 Terms and conditions

- 4.1 All memorials must be constructed in line with *AS4204:2019 Headstones and cemeteries monuments*, and subject to any other conditions of approval we may give, including (but not limited to) appearance, size, and inscription.
- 4.2 Any proposed change to any existing memorial must be approved by us, and will be considered as a new application and subject to our application fees applicable at that time.
- 4.3 We reserve the right to refuse permission for any proposed memorial construction or alteration. We have the right (but not the obligation) to remove any unapproved memorial or alteration.
- 4.4 The stonemason agrees to:
 - o comply with Blacktown City work health and safety requirements
 - o provide, on request, certificates of currency for public liability and workers' compensation insurance
 - o carry out work within the plot boundaries with no encroachment onto walkways or adjoining plots
 - o ensure the site of plot is secured for safety at all times
 - o take any soil/rubbish offsite and maintain a clean work area
 - o notify us at least 2 business days prior to requiring site access
- 4.5 We reserve the right to review and/or amend these Terms and conditions.

5 Fees payable

Current prices are in our *Goods and Services Pricing Schedule*, available at www.blacktown.nsw.gov.au or on request.

You can pay by:

- Cash You can only pay by cash in person at our Customer Service Centre
- Cheque Make out your cheque to: Blacktown City Council
- Credit card Complete the details below (we destroy card details on receipt of payment)

If you are making payment and are not the holder(s), please provide your contact details below.

| | | | |
|---------------------|--|--------------|--|
| Payer's name | | | |
| Address | | | |
| Phone | | Email | |

Privacy notice

We are collecting this information under the *Cemeteries and Crematoria Act 2013* to process your request and maintain a cemetery operator's register that is available for public inspection. We may not be able to process your request without it. We will store your personal information on our systems or in our offices, where it will be used by our staff and contractors. Other people can request access to it under the *Government Information (Public Access) Act 2009*. You can ask us to suppress your personal information from a public register and we will consider your request in line with the *Privacy and Personal Information Protection Act 1998*. Our *Privacy Management Plan* sets out how you can access or correct your personal information. Please visit www.blacktown.nsw.gov.au for a copy of the plan.

Credit card payment details

This section will be removed on receipt of payment details

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|-----------------------------|-------------------------------------|------------------------------------|---------------|----|--|---------------|--|--|---|--|---|
| Please debit my | <input type="checkbox"/> Mastercard | <input type="checkbox"/> Visa card | Amount | \$ | | | | | | | |
| Cardholder name | | | | | | | | | | | |
| Card number | | | | | | Expiry | | | / | | |
| Cardholder signature | | | | | | Date | | | / | | / |