

Community & Environment – Cemeteries Application for Grave Closure

Council is collecting your personal information (e.g. name, address, phone number etc), for the purposes as outlined on this form. This information will only be accessed by authorised Council officers and will be handled in accordance with Council's Privacy Statement governed by the *Information Privacy Act 2009*.

Visit <https://www.bundaberg.qld.gov.au/privacy> for further information.

1 Burial Rights Holder Details

Full Name

Postal Address

Email

Phone No.

Alternative Contact No.

Signature

Date

If application is not able to be signed by Burial Rights Holder, complete the Statutory Declaration overleaf.

2 Applicant

Full Name

Postal Address

Email

Phone No.

Alternative Contact No.

Signature

Date

3 Nature of Request

- Closed to future interments
- Closed to all ashes placements
- To be closed to future interments after Burial Rights Holder's interment

- To be closed to future ashes placements after Burial Rights Holder's interment

- The grave may be used by (details below)

4 Grave Details

Cemetery

Grave No.

Section

Row

Plot No.

5 Other Instructions

6 Application Lodgement

In person	Bundaberg Cemetery Office T: 07 4130 4460 91 Takalvan Street Millbank 8:00am - 4:30pm, Monday - Friday
By email	You may submit this form unsigned via email to start the process, however you MUST provide a signed copy of the form to finalise matters. cemetery@bundaberg.qld.gov.au
In person at your local Customer Service Centre 8:15am - 4:45pm Monday - Friday	<ul style="list-style-type: none"> ▶ Bundaberg Administration Centre 190 Bourbong Street, Bundaberg ▶ Bargara Customer Service Centre Shop 3, 15 See Street, Bargara ▶ Childers Service Centre 45 Churchill Street, Childers ▶ Gin Gin Service Centre 4 Dear Street, Gin Gin

Cemetery Administration

Burial Rights Holder Confirmed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Grave No. & Section Confirmed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Request Granted	<input type="checkbox"/> Yes <input type="checkbox"/> No

OFFICE USE ONLY

Cemetery Administration

Acknowledged and arrangements confirmed by Cemetery Office			
Date		Time	
Historical No.			
Entered By:	Name		
	Signature		

Oaths Act 1867 – 1974

Statutory Declaration

QUEENSLAND TO WIT

I, _____
(Your name)

of _____
(Your address)

in the State of Queensland, do solemnly and sincerely declare that:

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1867 – 1974.

Declarant's Signature

Taken and Declared before me, at _____ }

This _____ day of _____ 20 _____ }

Justice of the Peace or
Commissioner For Declarations