

## Community & Environment – Cemeteries

### Notice of Intent to Construct or Erect

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.

This form is to be completed and emailed, faxed or delivered to the Cemetery Administration Office no later than 48 hours prior to the proposed construction or erection date. No construction is to commence unless the site has been identified and clearly marked by Cemetery staff.

#### 1 Approval Received

Form FM-7-089 Grave Conversion / Approval to Erect on a Grave completed and approved?

No

Yes ▶ Name of applicant:

Fees paid?

No

Yes

#### 2 Cemetery

Bundaberg

Gin Gin

Childers Lawn

Apple Tree Creek

Cordalba

Other (specify)

#### 3 Grave Details

Surname

Given Name

Grave No.

Section

Date of Last Burial

#### 4 Type of Construction

Headstone on plinth erection

Monumental construction

Vault construction

#### 5 Commencement Date

#### 6 Approximate Start Time

#### 7 Monumentalist

Name

Postal Address

Email

Phone No.

Alternative Contact No.

Signature

Date

Additional Comments

#### 8 Application Lodgement

In person	Bundaberg Cemetery Office T: 07 4130 4460 91 Takalvan Street Millbank 8:00am - 4:30pm, Monday - Friday
By email	<a href="mailto:cemetery@bundaberg.qld.gov.au">cemetery@bundaberg.qld.gov.au</a>
In person at your local Customer Service Centre 8:15am - 4:45pm Monday - Friday	<ul style="list-style-type: none"> <li>▶ Bundaberg Administration Centre 190 Bourbong Street, Bundaberg</li> <li>▶ Bargara Customer Service Centre Shop 3, 15 See Street Bargara</li> <li>▶ Childers Service Centre 45 Churchill Street, Childers</li> <li>▶ Gin Gin Service Centre 4 Dear Street, Gin Gin</li> </ul>

#### OFFICE USE ONLY

#### Cemetery Administration

Acknowledged and arrangements confirmed by Cemetery Office

Date	<input type="text"/>	Time	<input type="text"/>
Entered By:	Name	<input type="text"/>	
	Signature	<input type="text"/>	