

Application for monument erection/repair

Stonemason / applicant details

Name

Postal address

Phone

Email

Qualifications

Client details

Name

Postal address

Phone

Relationship to deceased

Signature

Date

Gravesite details

Name of deceased

Grave size

Grave number

Reopen

Yes

No

(minimum opening 2160mm x 790mm)

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Monument details

New or existing monument

New

Existing

Details of epitaph or inscription

Please attach separate sheet if needed

Estimated start and completion date for project

Start date

Completion date

Application details

Plan of monument submitted with Council's permit fee

Footing depth/walls

Piers (if required)

Steel reinforcement

Concrete pour

Veneer thickness

Rebate detail

Dowels and cramps

Clean up

Frequently asked questions

Who may submit a plaque application for a deceased person buried at a Council cemetery?

Any person may submit a monument application for a deceased person buried at a Council Cemetery.

Is there an order of priority where more than one plaque application is received by Council?

When LCC assess a monument application, the following order of priority is considered:

1. If the burial right has not yet been exercised, the burial right owner.
2. If the burial right has been exercised:
 - the executor appointed under the deceased person's will
or
 - where a person has died interstate, the administrator of a deceased person's estate appointed by the Court.
3. If the burial right holder, executor or administrator as appropriate has granted their permission to another person to make the application, the person who has been granted the permission.

I hereby certify that the monument will be constructed / repaired in accordance with **AUSTRALIAN STANDARD AS 4204-2019**.

Signature

Date

Office use only

Fee (GST inclusive)

RC

Grave description

Received by

Date

Receipt number

Sexton copy