

## (PG-FO-602) Application for Reservation

### Advisory Notes

1. Please read and follow the instructions carefully. If you don't understand any issues please raise them with the Capella Agent or Griffith City Council's Cemetery Supervisor.
2. The attached form is required to be completed and full payment made to reserve a plot or crypt within the Griffith or Yenda cemetery.
3. Please contact the Cemetery Office on 0418 695 683 for confirmation of location.
4. Following completion of the *Application for Reservation* and payment of the appropriate fee Council will issue a Right of Burial.
5. Payment for plots in the lawn section may include the cost of a standard plaque. Check with Council when payment is made.
6. The holder of a Right of Burial for plots in the general section of the cemeteries will be required to pay any outstanding fees and charges including any expenses involved with the erection of a memorial / plaque.
7. The holder of a Right of Burial in a Capella will be required to pay any outstanding fees and charges including any expenses involved with the crypt inscription.
8. The Right of Burial can be transferred by the holder to another person subject to the Council being notified in writing and the surrender of the original Right of Burial. A new Right of Burial will then be issued to the transferee. An administration fee is payable.
9. The Right of Burial is a secured title for the use of a particular plot/vault/crypt at the Griffith or Yenda Cemetery and has legal standing in recognising the entitlement of interment, regardless of any changes of ownership of the Capella.
10. The Right of Burial Form must be surrendered to the Funeral Director when making the Funeral arrangements.
11. Where the Capella is privately owned, the Application for Reservation or interment in a crypt must be authorised by either the owner of the Capella, if deceased, then the executor of the estate, or the person(s) nominated in the will instrument instruction defining crypt access or entitlement.

## (PG-FO-602) Application for Reservation

### APPLICANT'S DETAILS

SURNAME

CHRISTIAN NAME(S)

ADDRESS

TOWN

ARE YOU: (Tick applicable box)

☐

Executor of Estate

☐

Administrator of Estate

☐

Personal Legal Representative

☐

Nearest Surviving Relative

☐

None of the Above

TELEPHONE No.

MOBILE No.

I UNDERSTAND THE PROCEDURES INVOLVED WITH THIS ACQUISITION, RIGHT of BURIAL, AND ENTITLEMENTS WITH THE ISSUE OF A RIGHT of BURIAL BY *GRIFFITH CITY COUNCIL*

APPLICANT'S  
SIGNATURE

DATE

/ /

### PERSON(S) FOR WHOM THE RESERVATION IS BEING MADE

1st INTERMENT

2nd INTERMENT

SURNAME

CHRISTIAN NAME(S)

ADDRESS

TOWN

DATE of BIRTH

/ /

/ /

### CEMETERY LOCATION

GRIFFITH

☐

YENDA

☐

LOCATION (eg LAWN, RC,  
C of E, NICHE, CAPELLA NAME)

SECTION/CAPELLA NO.

ROW

GRAVE/CRYPT NO.

Please contact the Cemetery Office on 0418 695 683 for confirmation of location

Cemetery Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### COUNCIL USE ONLY – FEES PAYABLE

GRAVE PURCHASE

\$

CRYPT INTERMENT

\$

VAULT PURCHASE

\$

BURIAL PERMIT

\$

\$

PLAQUE

\$

**TOTAL PAYABLE**

\$

DATE

/ /

RECEIPT NO.

RIGHT of BURIAL ISSUED

YES / NO

RESERVATION ENDORSED

YES / NO

BURIAL PERMIT

YES / NO

COUNCIL'S AUTHORISED  
OFFICER SIGNATURE

DATE REGISTERED

/ /