

# Cemetery - Erect a Headstone, Plaque or Memorial Application

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

## DECEASED DETAILS

Title  Mr  Mrs  Ms  Miss

Full name

Date of birth

Cremated  Yes  No

Date of burial

Last residence

Locality/suburb  State  Postcode

## GRAVE OR NICHE DETAILS

Name of cemetery

Section of cemetery  Plot/niche number

Notes

## MONUMENT DETAILS

Briefly describe the headstone, plaque or memorial to be erected. Include dimensions and material used. If possible, please provide a drawing or photograph of the monument.

*\* Please note, if these details are currently unknown a conditional approval will be issued until these details are submitted.*

## NEXT OF KIN OF DECEASED

Title  Mr  Mrs  Ms  Miss

Full name

Postal Address

Locality/ Suburb  State  Postcode

Mobile  Phone

Email  Fax

Relationship to the deceased person:

Parent  Spouse  Sibling  Child

Executor of deceased person's estate     Other (specify)

I declare the information provided in this application to be complete, true and correct.

I declare that I am authorised to make request on behalf of the deceased person mentioned in Section 1.

Applicant's Signature

Date

You are providing personal information which will only be used for Council business activity specific to your enquiry, request, or application. Your personal information is managed in accordance with the Information Privacy Act 2009, will only be handled by persons authorised to do so and will not be disseminated unless you have given Council permission to do so or the disclosure is required by law.

## LODGEMENT

Forward this application, with fee and required supporting documentation (if any), to Cook Shire Council. This application must be lodged with Council.

**Cook Shire Council**  
**10 Furneaux Street**  
**Phone: 07 4082 0500**  
**Email: [mail@cook.qld.gov.au](mailto:mail@cook.qld.gov.au)**  
**Website: [www.cook.qld.gov.au](http://www.cook.qld.gov.au)**  
**PO Box 3, COOKTOWN QLD 4895**

### OFFICE USE ONLY

G/L: 1530.111.119

Application fee

Approval issued  Yes  No

Date paid

Receipt number

Received by

Received by

Name

Signature