



This section **MUST BE COMPLETED**

Refer to *Part 1 Burial Placements and Burial Licences* of Council's Cemetery Policy for further information

further information
Blue Mountains City Council
KATOOMBA:
2-6 Civic Place
SPRINGWOOD:
104 Macquarie Rd
POSTAL ADDRESS:
Locked Bag 1005
Katoomba 2780
TELEPHONE:
(02) 4780 5000
FACSIMILE:
(02) 4780 5555
EMAIL:
council@bmcc.nsw.gov.au
WEB:
www.bmcc.nsw.gov.au

Application for a burial permit

In conjunction with this burial application the Applicant may also apply for one additional burial licence / reservation.
See Section 2 of this form.

Do you require an additional burial licence / reservation?

- Yes (Please complete Section 2 of this form)
- No, an additional burial licence/reservation is not requested

SECTION 1 - BURIAL DETAILS

Type of application

Select type of application and complete the details

Burial (no burial licence / reservation)

- Single depth required
- Double depth required

Note: New plots are allocated to the next available in the denomination chosen.

Burial with burial licence / reservation

Full name on burial licence / reservation

Cemetery

Denomination

Section

Row

Plot

- Single depth required
- Double depth required

Burial in an existing grave

Full name

Cemetery

Denomination

Section

Row

Plot

Are there existing monumental works Yes No

Funeral director details

Contact Name/ Company Name

Postal Address

Contact telephone no.

I certify that details contained in this form are correct and correspond with the details included on the Medical Certificate of Cause of Death / Death Certificate.

Signature

Date

A temporary marker is provided giving the name and date of death

Monumental works are subject to a separate application

Deceased details

Please print full legal name.

Surname

Given names

Date of birth

Date of death

Age at death

Female

Male

Last address

Name and spelling for grave marker

First name

Last Name

Details of burial

Note: Staff will contact the Funeral Director to confirm details. Bookings after 2.00pm incur a late fee.

Cemetery

Denomination

Proposed date

Proposed time

Estimated numbers attending

Casket/Coffin type and size

Standard (196cm long; 60cm wide; 36cm deep)

Other, please give dimensions in centimetres

Type

Length

Width

Depth

Executor / Applicant details

Full name

Postal Address

Email

Contact telephone

Relationship to deceased

Signature

Date

Residency declaration

A resident is defined as a person who has owned or occupied a dwelling within the Blue Mountains Local Government Area (LGA). Non-resident fees apply to non-residents of the Blue Mountains LGA and/or where an exemption from the fee has not been made.

This section must be completed to apply for a non-residency fee exemption. Non-resident fees are non-refundable and exemptions must be applied for at the time of lodgement of this application.

I declare that the deceased has been a resident of the Blue Mountains Local Government Area (LGA), as:

A property owner An occupier of a property within the Blue Mountains LGA

Executor / Applicant's Name

Signature

Date

SECTION 2 - ADDITIONAL BURIAL LICENCE / RESERVATION

Enquiries may be made to Council on 4780 5613

In conjunction with a burial application, you may also apply for one additional plot/burial licence.

If you wish to purchase an adjacent plot, if available, you must complete details below and submit to Council at the time of making this burial application. Under certain circumstances, applications may be accepted up to 6 months from making this burial application, however a plot will be allocated to the next available in the denomination chosen (not the adjacent plot). No extensions will be granted after this time.

Note: The depth of the burial, single or double, is determined at the time of the first interment. Double depth must be requested by the Executor at the time, and this will be provided where soil depth permits.

Details of burial licence / reservation

Name

Postal Address

Contact telephone no.

Signature

Date

Payment options

- Payment provided by licensee
- Invoice to licensee
- Invoice to/ payment by Funeral Director (see Authorisation below)

When payment made by Funeral Director, complete details below to authorise refunds to owner of burial licence or Executor

Authorisation:

Funeral Director Name

I authorise refunds associated with the surrender of this burial licence to be paid direct to the owner of the burial licence, or their Executor.

Signature

Date

Office use only

Date confirmed

Location details confirmed

Denomination

Section

Row

Plot

Fees paid

RC 630 \$ _____ RCCEM \$39.00

Total paid \$ _____ Receipt number _____ Date _____

A burial licence may be transferred, or surrendered to Council

Refunds will be returned to the payer (eg the cheque drawer), or as authorised; administration fees apply