



All ashes provided to Council for placement must be accompanied by this application form signed by the Executor

* The Ashes Walk at Blackheath and Springwood cemeteries are provided as an area of natural bushland for interment of ashes and/or affixing of a plaque on curbing. Other monuments, ornaments, plants or clearing is not permitted in this area

Perpetual care fee applies when placing ashes into a grave purchased prior to 1981

If extinguishing an ashes reservation please provide the original certificate

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

CEM003.08

Application for an ashes placement

Type of application

New ashes plot

If selected, please complete the following details

Columbarium

Gardens

Cemetery Location*

Garden/ Wall Section

Row

Plot

The ashes plot has been reserved

If selected, please complete the following details

Full name

Cemetery

Place in a burial plot

If selected, please complete the following details

Full name on existing burial plot

Cemetery

Cemetery Location

Section

Row

Plot

Are there existing monumental works

Yes

No

Additional ashes reservation

Are any additional ashes reservations required?

If yes, please attached the application form to 'reserve a plot'.

Deceased details

Please print full legal name.

Female

Male

Surname

Given names

Date of birth

Date of death

Age at death

Last address

Crematorium

Death Certificate Registration No. *(if known)*

Executor / Applicant details

Full name

Postal Address

Email

Contact telephone

Relationship to deceased

As the executor / applicant I agree that floral tributes or other decorations will not be affixed to or placed in the vicinity of the columbarium / gardens.

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

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

*** Ashes may be surrendered at Council's Katoomba office only**

Urn sizes for placement in columbarium walls must meet the maximum dimensions

**SAMPLE WORDING
4 line (max.14 words)**

**In loving memory of
John Smith
Died 2nd October 1968
Aged 66 years**

If symbols or emblems are required the applicant must provide art work in postscript (eps) format. Extra charges may apply and a separate quote will be provided

Attendance

Do you wish to be present during placement?

Yes. Please indicate:

The ashes will be surrendered to Council* OR

The ashes are being brought to the cemetery for placement

Estimated number of people attending

No. The ashes must be surrendered to Council*.

Urn size

Please give dimensions in millimeters

Length

Width

Depth

NOTE: The maximum dimensions for urns placed in columbarium walls is 190mm long x 115mm wide x 85mm deep. Containers outside these measurements will not be accepted in these locations.

Wording of plaque

Please provide details for plaque. Use block letters.

Line 1

Line 2

Line 3

Line 4

Line 5

Line 6

NOTE: Plaque wording is restricted to a maximum of 22 words over six lines.

Office use only

Location details confirmed Time confirmed

Location

Section

Row

Plot

Administrative details

Note: perpetual care fee applicable when placing ashes into a grave purchased prior to 1981.

Entered on computer

Additional costs (parking management)

Details with cemetery staff

Additional costs invoiced

Entered on maps

Monumental works required

Fees paid

RC 630 \$ _____

RCCEM \$39.00

Total paid \$ _____ Receipt number _____ Date _____