

# Cemetery Plaque – Monument Application

**PRIVACY COLLECTION NOTICE:** South Burnett Regional Council collects your personal information for the purpose of processing this form and for use in any Council matters. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will only be disclosed to a third party as per the South Burnett Regional Council Information Privacy Policy. **A hard copy of this electronic document is considered uncontrolled when printed.**

**Please note while Council takes all care possible during maintenance activities within the cemeteries, replacement or repairs to plaques and monuments is the responsibility of the Burial rights holder or their nominee. Council recommends Brass Plaques in Lawn sections given this type of material is more resilient to environmental conditions and general maintenance activities of Cemeteries**

Applicant details				
Given name/s		Surname		
Company				
Postal address				
Contact phone				
Email address				
Applicant signature		Date		
Deceased details				
Surname				
Christian name				
Cemetery details				
Cemetery				
Section type	<input type="checkbox"/> Lawn	<input type="checkbox"/> Monumental	<input type="checkbox"/> Columbarium	<input type="checkbox"/> Garden
Section		Subsection		
Row		Site		
Installation details				
Date		Time		

Plaque / monument details				
Dimensions of plaque/monument		Plaque	Headstone	Monument
	Width			
	Height			
	Depth			
	Material			

Please use space provided or attach details to application to include a plan or description of Plaque/Monument/Headstone (including Inscription)

Please return your completed form to the following address, or email <a href="mailto:info@sbrc.qld.gov.au">info@sbrc.qld.gov.au</a> for enquiries, please contact (07)4189 9100 South Burnett Regional Council PO Box 336, Kingaroy Qld 4610			
Office Use Only			
Site ID		Name ID	
Reference No	CEM _____/_____		

**Please note Council does not supply plaques/monuments or recommend any suppliers.**

**It is the Applicant/s responsibility to source plaques/monuments**

### **LAWN SECTION**

Where Concrete Strip is provided;

- (i) Memorial Plaque – cast type of bronze or brass material with raised lettering, no greater in size than 388mm x 288mm to fit on the concrete strip provided.

Where Concrete Strip is not provided;

- (i) Memorial Plaque – cast type of bronze, brass, granite or marble with raised lettering, no greater in size than 388mm x 288mm to fit with concrete base
- (ii) Base for Memorial Plaque – size 540mm x 380mm x 38mm constructed of concrete

### **MONUMENTAL SECTION**

Monument must not exceed the size of the grave. Size of graves is as follows;

Single	1.2m W x 2.4m L
Double	2.4m W x 2.4m L
Family (3)	3.7m W x 2.4m L

### **COLUMBARIUM**

#### **Cemetery Location and Wall Name**

**Blackbutt** – Whipbird / Bellbird      **Nanango** – Bowerbird / Kookaburra      **Wondai** – Kingfisher / Rosella

- Niche Urn Size                      260mm L x 110mm W x 120mm H
- Niche Plaque Size                150mm W x 220mm H (Single)  
   380mm W x 220mm H (Double)

#### **All other walls**

- Niche Urn Size                      225mm L x 110mm W x 85mm H
- Niche Plaque Size                150mm W x 140mm H (Single)  
   380mm W x 140mm H (Double)

Columbarium wall names and sizes can be confirmed by contacting Council's Cemetery Section.

### **MEMORIAL GARDEN**

Plaque – cast type of Bronze, Brass, Granite or Marble with raised lettering, no greater size than 380mm x 140mm.

Plaque is to be set on a sandstone or concrete base and placed above the ashes in the garden.