

# Ashes Inurnment Application

For monumental and lawn burials in all Livingstone Shire Council cemeteries

ABN 95399253048

Telephone 1300 790 919



Livingstone  
SHIRE COUNCIL

Email: [cemeteries@livingstone.qld.gov.au](mailto:cemeteries@livingstone.qld.gov.au)

**PRIVACY NOTICE:** Livingstone Shire Council is collecting your personal information to provide the requested service and to update Council's records.

This form is an application for the inurnment of cremated ashes in a Livingstone Shire Council's cemetery. This application can be used for the purchase of a plot and first inurnment or for a subsequent inurnment into an existing plot. All fields are required to be completed unless otherwise stated. Written confirmation from Livingstone Shire Council will confirm the approval of this application. If you have any queries, please contact Livingstone Shire Council on 1300 790 919.

<b>Section 1 – Proposed Inurnment Site</b>			
<b>Cemetery Location:</b>	<input type="checkbox"/> Yeppoon <input type="checkbox"/> Emu Park <input type="checkbox"/> Capricorn Coast Memorial Gardens (CCMG) <input type="checkbox"/> Cawarral <input type="checkbox"/> Joskeleigh		
<b>Section:</b>	<input type="checkbox"/> Lawn <input type="checkbox"/> Monumental <input type="checkbox"/> Columbarium <input type="checkbox"/> Ashes Garden		
<b>Inurnment Site:</b>	Row:	Plot/Niche No:	(the burial site')
<b>CCMG Ashes Garden:</b>	<input type="checkbox"/> Poplar Gum <input type="checkbox"/> Weeping Paperback <input type="checkbox"/> Rusty Fig <input type="checkbox"/> White Gum		
<b>Number:</b>			
<b>Section 2 – Inurnment Details</b>			
A plaque must be provided to Council within three business days prior to inurnment of ashes.			
<b>Plaque provided to Council?</b>	<input type="checkbox"/> Yes	Date Delivered:	<input type="checkbox"/> !! No
<input type="checkbox"/> First Inurnment <input type="checkbox"/> Second Inurnment <input type="checkbox"/> Third Inurnment <input type="checkbox"/> Fourth Inurnment			
<b>Date of Service:</b>		<b>Family Attendees:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Time of Arrival:</b>		<b>Time of Service:</b>	
<b>If Pavilion Hire required?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Section 3 – Deceased Person Details</b>			
<b>Full Name:</b>			
<b>Date of Birth:</b>			
<b>Date of Death:</b>			
<b>Gender:</b>			
<b>Religion / Culture:</b>			
<b>Section 4 - Burial Right Holder</b>			
If current Burial Right Holder/ Next of Kin is deceased, please submit an Application to Transfer or Claim Burial Rights Form			
<b>Full Name:</b>			
<b>Residential Address:</b>			
<b>Postal Address:</b>			
<b>Contact Number:</b>			
<b>Email:</b>			
<b>Signature:</b>			

When a burial site<sup>1</sup> is paid for, there is no ownership of the actual site or land. Payment entitles the person nominated as the burial right holder to a burial right over the burial site<sup>1</sup> which includes the following:

- An entitlement to be buried or inurned and to give consent for others to be buried or inurned;
- Authority to grant consent for the inurnment of cremated remains or the reopening for a further burial;
- Request Council to impose restrictions on its future use or to close it to future burials or inurnments; and
- An entitlement, which is shared with the next of kin of the deceased, to apply for and be granted permission to erect or install a memorial.

<sup>1</sup> Any place in a local government cemetery set aside as a final resting place for the deceased including crypt, grave, mausoleum, niche, vault.

#### Section 5 – Next of Kin to Incumbent (Not burial right Holder)

Full Name:	
Residential Address:	
Postal Address:	
Contact Number:	
Email:	
Relationship to Deceased:	

#### Section 6 - Applicant Details

☐ Tick box if applicant is also the Burial Rights Holder

Applicant's Name:	
Business Name:	
Residential Address:	
Postal Address:	
Contact Number:	
Email:	

#### Section 7 - Applicant Declaration

I, the undersigned applicant declare:

- The information provided is true, correct and complete;
- I have the legal right to authorise this application or where applicable, as the Funeral Director I have been given the authority to act on behalf of the person with the aforementioned right
- I have read, understand and agree to the Council's Cemetery Policy and Procedures which provides conditions on the service requested by this application;
- That applicable fees and charges must be paid in full before Council will uphold the reservation. Fees and charges will only be invoiced for later payment with Council's prior agreement. Where a service is cancelled or application not approved by Council, a full or partial refund of fees is at the sole discretion of Council;
- I understand that the reservation fee for the Capricorn Coast Memorial Gardens does not include inurnment, which is applicable at the time of inurnment.
- That I shall, at all times, hold harmless and keep indemnified the Livingstone Shire Council, its members, employees and agents from and against all actions, suits, proceedings, claims, demands, losses, costs, charges and expenses which may be taken against, made on or suffered by it or any of them directly or indirectly on account of or in respect of or arising out of any act, matter or thing done or omitted to be done by the approval holder or agents or employees or any of them in connection with any activity carried out or purporting to be carried out under the approval provided by Council arising from this application or in the observance, fulfilment, non-observance or non-fulfillment of any condition of the said approval.

Signature:		Date:	
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#### Section 8 - Submission and Payment Options

Refer to Council's Current [Fees and Charges](#) for details.

**Payment must be made when the form is submitted – forms will not be processed until payment is received**



**MAIL** – Make your cheque/money order payable to Livingstone Shire Council and mail to PO Box 2292, Yeppoon QLD 4703.

**EMAIL** – email the completed form to [enquiries@livingstone.qld.gov.au](mailto:enquiries@livingstone.qld.gov.au). Customer Service Staff will contact you regarding payment.



**IN PERSON** – You can pay this account at any of Council's Customer Service Centres:

**Yeppoon** (Town Hall, 25 Normanby Street or Emu Park (Library), 7-9 Hill Street