

Application for right of interment (ROI)

Cemeteries



Folder 119615 Workflow Right of Interment Doc ID _____ Box No _____

This application must be acknowledged by a customer service representative in person or by phone.

Right of Interment (ROI) Holder is the person who will be interred into the burial site. They hold the rights to the burial site while still alive. This section is applicable for reserves only.

Right of Interment (ROI) Applicant will hold the right to authorise burials and/or cemetery works to a particular burial site once the ROI Holder is deceased.

APPLICATION TYPE

New Amendment Cancellation

RIGHT OF INTERMENT HOLDER – applicable for reservations only

Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss		Surname		Given names	
Postal address			Town	State	Postcode
Contact number		Email address			
Signed					

PLOT DETAILS

Please complete for all new applications and cancellations.
For amendments, please include existing plot details below and new plot details opposite.

AMENDED PLOT DETAILS

Please complete this section only for amendments with new plot details.

Cemetery			Cemetery		
Cemetery Type <input type="checkbox"/> Lawn <input type="checkbox"/> Monumental <input type="checkbox"/> Columbarium			Cemetery Type <input type="checkbox"/> Lawn <input type="checkbox"/> Monumental <input type="checkbox"/> Columbarium		
Section	Row	Plot/Niche	Section	Row	Plot/Niche

PLOT OCCUPANT DETAILS (FIRST INTERMENT)

Surname	First name	Middle names
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PLOT OCCUPANT DETAILS (SECOND INTERMENT) - if required

Surname	First name	Middle names
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RIGHT OF INTERMENT (ROI) APPLICANT 1 – holds the right to the burial site once the ROI Holder is deceased

Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss		Surname		Given names	
Postal address			Town	State	Postcode
Contact number		Email address			
Relationship to the reserve / deceased				Signed	

RIGHT OF INTERMENT (ROI) APPLICANT 2 – Additional contact only, ROI 1 has full authority for plot

Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss		Surname	Given names	
Postal address		Town	State	Postcode
Contact number		Email address		
Relationship to the reserve / deceased			Is ROI Applicant 2 aware they are listed <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, advise ROI 2)	

CEMETERIES - TERMS AND CONDITIONS**Right of Interment - ROI**

- Right of Interment Holder holds the rights to the burial site while still alive. This is applicable for reservation only
- When the Right of Interment Holder has passed, Right of Interment Applicant 1 has final authorisation on all matters relating to the burial site

Columbarium Wall

- Plaque information provided (nonrefundable contribution towards plaque)
- Contribution only applies for the first interment
- Closed cemeteries do not have columbarium wall
- No columbarium walls (Byrnestown, Chowey, Dallarnil, Mulgildie)
- Single niches (Degilbo, Coalstoun Lakes, Eidsvold No.2, Gayndah, Monto No.2, Mount Perry and Mundubbera)
- Double niches (Gayndah, Monto No.2. and Mundubbera)

Lawn Cemetery

- Dug to 2.3m (double depth) excluding Coalstoun Lakes (1.8m, single depth only)
- No items placed on grassed areas
- Plaque information provided (nonrefundable contribution towards plaque)
- Council request family to install a plaque within two (2) years of interment
- Council will install a plaque using nonrefundable contribution monies if plaque is not installed after the two (2) years.

Monumental Cemetery

- Dug to 1.8m (single depth)
- Additional cost may apply for second interment (where existing monument is installed)
- A monument will be required to be installed within three (3) years from interment date
- A slab of 1.2m wide x 1m long as a minimum, with a 1.2m x 2.4m slab required for a full monument
- It is recommended that applicants wait 18-24 months before monumental work is undertaken to account for movement of soils
- Council is not responsible for the maintenance of monuments due to age, weather or vandalism

General

- Full fees are required prior to burial
- Right of Interment Applicant must match Council records
- If no Right of Interment exists an *Application for Right of Interment* is to be completed
- Council will send a letter of condolence to ROI Applicant 1
- Council is not responsible for missing/damaged ornaments, items are placed at own risk
- Items shall not obstruct or encroach onto adjoining resting places
- Deteriorated items must be removed
- No glass, pebbles or fencing permitted
- Any type of planting is prohibited throughout cemetery
- Ornaments may drift away from graves at times, Council staff will place the items on nearby graves if they are unaware of the original location
- Broken items on lawns or walkways that may cause risk to the public will be disposed of accordingly
- Application to Cemetery Works form must be submitted prior to work commencing at any North Burnett Regional Council cemetery facility

LODGEMENT OF YOUR APPLICATION

MAIL Chief Executive Officer, North Burnett Regional Council, PO Box 390, Gayndah, Qld 4625
EMAIL admin@northburnett.qld.gov.au TELEPHONE 1300 MY NBRC (1300 696 272)
IN PERSON Visit your local library and customer service centre

OFFICE USE ONLY

Information received from	Date and time
NBRC Receiving Officer	NBRC contact officer

Information Privacy Act 2009 collection notice

NBRC is collecting the information on this form for the purposes of processing your application. NBRC may share some or all of this information with other government authorities and third parties involved in the processing of this Application. Your personal details will not be disclosed to any other third party without your consent unless required or authorised to do so by law.