

Application To Transfer Burial Licence

Central
Coast
Council

Cemeteries

Office Use ONLY

Licence Number (Burial Licence) Fee Paid: \$ Receipt Number: Date:

- A copy of the original receipt or Burial Licence document **MUST** accompany this application; alternatively a Statutory Declaration may be acceptable.
- If Applicant is an Authorised Person, Proof of Authority to act on behalf of Holder must also accompany this application.
- If Transfer is to Central Coast Council: Upon receipt of this transfer, Central Coast Council will refund the amount paid according to attached receipt. A cheque will be forwarded to current postal address.
- If Transfer is to a nominated person, they must complete the second page of this application.
- Upon payment of the current fee to purchase a plot in one of Central Coast Council's Cemeteries, an exclusive Burial Licence will be issued to the person nominated as the Holder.

PLEASE PRINT IN BLOCK LETTERS

Name of Holder: Telephone:
(Burial Licence Holder)

Address:

OR

Name of Applicant: Telephone:
(Authorised Person)

Address:

Cemetery: Section: Row: Plot Number:

Name of any previous interment(s):

OR

Cemetery: Niche Grove/Wall Side: Niche Number: Niche (Wall):

I/We the Holder/ Authorised Person of the above Burial Licence apply to transfer said Burial Licence to:

Central Coast Council: ☐ Nominated Person: ☐

I/We understand that I relinquish all rights to this Burial Licence.

Signed: Date:

Witness: Date:

Name of Nominated Person: Telephone:

Address: Postcode:

State:

Signed: Date:

Witness: Date:

Cemeteries Bereavement Officer **P** (02)4350 5108 **F** (02) 4350 1520 **E** cemeteries@wyong.nsw.gov.au

Central Coast Council 2 Hely Street / PO Box 20 Wyong NSW 2259 **P** (02) 4350 5555 **F** (02) 4351 2098

E ask@centralcoast.nsw.gov.au **W** www.centralcoast.nsw.gov.au **ABN** 43 149 644 003

To be completed by the proposed Holder/ Burial Licence Holder

(Person to be issued with Burial Licence)

Name of Holder: (Burial Licence Holder)	<input type="text"/>	Telephone:	<input type="text"/>
Address:	<input type="text"/>	Postcode:	<input type="text"/>
		State:	<input type="text"/>

This exclusive Burial Licence gives that person, or any other person they nominate, the right to be buried in that portion of land (plot/niche) over which they are the registered Holder of the exclusive Burial Licence.

Should the deceased be the Holder, then the Burial Licence becomes part of his or her estate, to be administrated by his or her Executor. If there is no Executor, then the Next of Kin who is the "major beneficiary" may authorise the opening of the grave or niche for the interment of the deceased.

The exclusive Burial Licence can be transferred or bequeathed to another person while ever the grave or niche is vacant. This is not legally complete until any transfer is registered in Central Coast Council's Cemetery Register. It is necessary to supply relevant information such a will, statutory declaration or evidence of identity to transfer the ownership of a plot or an allotment in a memorial garden.

Graves can usually be dug to a depth to accommodate two coffins and four ashes. However, occasionally, due to rock or stability problems not evident prior to commencement of digging the grave, ground conditions may not allow for burial in an allocated plot. In these circumstances an alternate plot will be allocated.

Only the Holder can authorise the placement of any Monumental Works. Any Monumental Works must be arranged through an authorised Monumental Mason (Stonemason).

The interment of ashes in the Memorial Gardens or Niche Wall under Councils control is subject to the provisions of the Cremations Act 1936 and amendments and/or regulations made there under, and to the rules and regulations of Central Coast Council.

Placement of ashes and the supply and installation of walls and garden niches and plaques is the responsibility of Central Coast Council.

To ensure that the lawn cemetery and memorial gardens are maintained to a high standard, no ornaments, crosses, statues, icons, vases or other items may be permanently or temporarily placed onto the lawn or in the gardens. The planting of any flowers, shrubs, grass or trees at the grave site or elsewhere within the lawn cemetery or gardens is not permitted.

I have read and understand the requirements of Central Coast Council cemetery procedures and agree to abide by the rules and restrictions.

Name:	<input type="text"/>	
Signed:	<input type="text"/>	Date: <input type="text"/>
	(Applicant)	