

Application for Right of Burial

(Also known as Reservation)

Warren Shire Council Cemeteries Policy

Official Use Only	
Fee Paid	\$
Date Paid	
Receipt No.	
Officer	

One application required for each Right of Burial. This application must be accompanied by the scheduled fee.

1. Applicant's Details

Applicant Name(s):
(Full Name of Applicant)

Address:
(Street Address)

.....
(Town) (State) (Post Code)

Telephone: Relationship to Grantee:
(Daytime Number)

2. Grantee Details (the person to whom the entitlement is to be granted)

Name: Also known as:
(Full name of grantee) (Any other name person known as)

Residential Address:
(Street Address)

.....
(Town) (State) (Post Code)

Occupation: Date of Birth:

3. Cemetery Details

☐ Warren Lawn Cemetery

☐ Warren Columbarium

☐ Collie Cemetery

☐ Warren General Cemetery

☐ Nevertire Cemetery

☐ Dick's Camp Cemetery

Plot Location (if any):
(Location of plot with reference to adjacent plots)

Special Requests or Instructions:

.....

.....

4. Signatures

Applicant's Signature: Date:

Witness Signature: Date:

Witness Name:

REFER TO EXPLANATORY NOTES OVERLEAF

-
- Notes**
- 1 The conditions set out in the Warren Shire Council Cemeteries Policy apply. A copy may be obtained from the Warren Shire Council Chambers 115 Dubbo Street, Warren. Below are important extracts from that policy.
 - 2 A person must not do any of the following (within a cemetery)
 - a) damage, deface, interfere with or alter burial places;
 - b) damage, deface, interfere with or alter monuments;
 - c) bury, inter or exhume any human remains, whether cremated or not;
 - d) enter or remain in a cemetery between sunset and sunrise;
 - e) cause or permit an animal that is under the person's control to enter or remain in a cemetery;
 - f) take part in any gathering, meeting or assembly, except for the purpose of religious, research, historical, educational or other ceremony of burial or commemoration;
 - g) engage in trade or commerce;
 - h) distribute any circulars, advertisements, paper drawn or photographic material without prior Council consent;
 - i) erect a commercial sign;
 - j) drive a vehicle at a speed of more than 8 kilometres per hour;
 - k) drive a vehicle or a vehicle and trailer having an unladen weight of more than 3 tonnes;
 - l) drive a vehicle through a cemetery for the purpose of travelling between places outside of the cemetery;
 - m) park a vehicle on any known burial place, verge or plantation, or in a manner that is likely to impede traffic;
 - n) teach, learn or practice driving a vehicle;
 - o) camp or reside on any land;
 - p) possess or consume an alcoholic or intoxicating substance except from that directly associated with funeral service;
 - q) urinate or defecate;
 - r) bring into or leave rubbish, refuse, scrap metal (incl. remains of vehicles), rock, soil, sand or other such substances;
 - s) remove any dead timber, logs, trees, flora, whether standing or fallen;
 - t) kill, capture or in any way interfere with any animal, bird, fish or other fauna, whether native or introduced; or
 - u) plant any tree, shrub, herbage or other plant without prior consent.

Paragraph e) above does not prevent a person from riding a horse or leading or walking a dog on a leash.
Council's written consent is required to legally carry out any act that might otherwise give rise to an offence.
 - 3 No person is allowed to carry out or perform work in ANY cemetery without the Council's prior formal consent.
 - 4 The ownership of monuments or other structures is deemed to be with the person or persons (or their heirs and successors) who caused the monument or structure to be constructed.
 - 5 The Council shall not be responsible for the upkeep, maintenance, repair etc of any monument or structure.
 - 6 The Council may act to remove any structure that has become dilapidated or unsightly.
The Council may remove any trees, shrubs or other vegetation from any cemetery where, in its opinion, it is in the interest of the cemetery to do so.
 - 7 Lawn Cemetery Sections
The Council will ensure that;
 - a) it maintains, preserves, and repairs lawn cemetery graves;
 - b) graves are not enclosed with any railing or kerbing;
 - c) only cut flowers are left at burial places in Lawn Cemeteries;
 - d) all flowers are placed in the receptacle located adjacent to the headstone. Vases are not be placed on or by the grave unless approved by Council;
 - e) no headstone, statue or other structure is erected or constructed over a grave in a lawn section;
 - f) no tree, shrub or other plant is placed or planted on any grave other than by Council at its absolute discretion.

The Council shall place over each grave headstone in the Lawn Section, as soon as practicable after a burial or interment has taken place in that grave, and upon receipt of written instructions from the grantee, a memorial plaque, supplied by the Council, of a standard size and type as determined by the Council.
The grantee may apply to privately supply and fix a memorial plaque in Lawn Cemetery Sections provided that;
 - a) an application has been lodged with Council;
 - b) all fees as scheduled by Council for the lodgment of the application have been paid;
 - c) the design and type of plaque is consistent with the requirements determined by Council;
 - d) Council has given its written approval.

The grantee is responsible for the ongoing maintenance or cleaning of the memorial plaque ensuring that;
 - a) no cleaning agents, solvents, etc cause any detrimental effect to the plaque, concrete surrounds, neighboring memorials or grass areas;
 - b) the design and type of plaque remain consistent with the requirements determined by Council; and
 - c) the plaque was in good order when received from the supplier and installed. It is reasonable to expect that any concerns are reported to Council within 60 days of the grantee receiving written notification that installation is complete.

Council will not be liable for the repair, maintenance, upkeep or preservation of any plaque or item placed on a grave.
Council will allow small items of commemoration to be placed or affixed adjacent to the memorial plaques, provided that;
 - a) items do not exceed 120mm in height;
 - b) items are placed so they are fully contained on the upper surface of the concrete plinth within the area immediately in front of the memorial plaque;
 - c) items are not of glass or any other fragile material; and
 - d) items are not likely to offend.

Council reserves the right to remove any items deemed to be damaged, unsightly, likely to offend, or likely to be potentially harmful to the public or workers.
Council will allow ashes remains to be placed into a plot, recognising that this is the wish of some families, provided that:
 - a) Where ashes remain are placed into a plot the first (original inurnment) shall be at the normal rate for the purchase of a lawn cemetery plot.
 - b) Up to 3 additional ashes remains can be placed or memorialised with the payment for each being the Interment Fee as per Council's Annual Fees and Charges document.
 - c) The limits for placement in lawn cemetery plots shall be
 - i) 1 burial and 2 ashes memorials, or;
 - ii) No burial and 4 ashes memorials
-

