

Application for interment into grave or mausoleum site

For all applications, you must:

- complete the form;
- complete any other forms relevant to your application;
- provide any mandatory supporting information identified on the forms as being required to accompany your application; and
- submit the applicable fee.

LOCATION	MOSSMAN CEMETERY	PORT DOUGLAS CEMETERY
	☐ Lawn Plaque	☐ Northern
	☐ Beam Headstone	☐ Central
	☐ Monumental Section	☐ Southern
	☐ North ☐ South	☐ Beam ☐ Lawn
Funeral Assistance ☐ Yes* ☐ No *Memorials are not permitted on Funeral Assistance plots		
ROW:	PLOT:	Prepare plot for double interment: ☐ Yes ☐ No
Additional ashes for inurnment: ☐ Yes* ☐ No If yes, Name:		Relationship:
*If yes, please complete form CM03 Ashes inurnment into existing grave and lodge with this application		

SECTION 1 - SERVICE DETAILS

Service will be held:	Graveside ☐	Church ☐	Name of Church:
Date and time of service:	/ /	: am/pm	Arrival time at cemetery: : am/pm
Officiating clergy/celebrant:		Denomination:	
Coffin or casket dimensions:	mm(L)	mm(W)	mm(H)
Does the family request a culturally sensitive burial service? If yes, please tick what is requested:			
Hand lowering of coffin: ☐	Hand backfill of plot: Partial backfill ☐ Full backfill ☐		
Please note these requests will depend on conditions on the day			
Number of shade covers requested:		Number of chairs requested:	

SECTION 2 – DECEASED'S DETAILS

Family name:	Given name/s:
Address:	
Date of birth:	Date of death: Age:
Male: ☐ Female: ☐	Occupation:
Also known as:	Religion:
Place of birth:	Place of death:
Mother's name:	Father's name:
Maiden name:	Spouse's name:
Cause of death:	Issuing Doctor:
Are additional reservations required? ☐ Yes ☐ No (If yes please complete form CM02 reservation application and lodge with this application)	

SECTION 3 - NEXT OF KIN DETAILS

Name:	Relationship to deceased:
Address:	
Contact details:	Email:

SECTION 4 - NEXT OF KIN DETAILS

Name:	Relationship to deceased:
Address:	
Contact details:	Email:

SECTION 5 – UNDERTAKER’S DETAILS

Name of Undertaker:	Email:
Representative’s name:	Phone:
Signature:	Date:

Douglas Shire Council – Privacy Collection Notice:

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the Council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

INTERMENT FEES

Interment fee adult (plot reserved and paid in full)	\$1,205.00
Inurnment fee (ashes)	\$ 309.00
Gravesite and interment fee	\$2,755.00
Gravesite and interment fee in Children’s Section	\$1,334.00
Interment fee Children’s Section (infant under one (1) year) [#]	\$ 683.00

[#]No gravesite charge for children under the age of one (1) year in Children’s Section, only interment fee applies.
Plaque costs are additional to interment fees.

ENTOMBMENT FEES

Entombment fee*	\$ 796.00
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*Above Ground Private Mausoleum – For an application to erect a private mausoleum at Mossman Cemetery, the fee will be determined by the number of plots taken up by the structure. A building approval will be required prior to construction of the mausoleum. It is the applicant’s responsibility to obtain advice regarding building approvals and fees. Please consult a suitably qualified and licensed private building certifier.

OFFICE USE ONLY

Ganger notified: ☐ Yes ☐ No	Plot allocated: ☐ Yes ☐ No
Nautilus Aviation notified and service times confirmed: ☐ Yes ☐ No	Phone: 07 4034 9000
Confirmed by:	Date:
Email: reservations@nautilusaviation.com.au and flights@nautilusaviation.com.au	
Invoice no:	Date:
BDM Registration <i>Legislative requirement is for burial to be registered within seven (7) days</i>	
Date registered:	Reference number:
Officer:	
Fee: \$	T200: Mossman Cemetery
T201: Port Douglas Cemetery	
Receipt number:	Received date:
CSO:	