

# Application for plaque

Cemeteries



Folder 119623    Workflow Plaque    Doc ID \_\_\_\_\_    Box No \_\_\_\_\_

Council agrees that plaque inscription must include the name, age and date of death of the individual. Pursuant to Council *Policy 252 – Cemeteries*, applicable costs are to be paid in full, on approval of plaque quote and proof.

## DECEASED DETAILS

Surname		First name		Middle names
Cemetery	Section	Row	Plot/Niche	Cemetery Type <input type="radio"/> Lawn <input type="radio"/> Monumental <input type="radio"/> Columbarium

## APPLICANT DETAILS

Surname		Given names		
Postal address			State	Postcode
Contact number		Email address		
Relationship	Are you a burial right holder? <input type="radio"/> Yes <input type="radio"/> No		Preferred contact method <input type="radio"/> Telephone <input type="radio"/> Mail <input type="radio"/> Email	

## APPLICATION PROCESS

1. Complete this application
2. Provide high resolution digital images to Council if you are using photographs on plaque
3. Receive proof and costs for plaque from Council
4. Reply to Council with amendments if necessary and/or approve final proof and costs of plaque
5. Make payment of fees due as advised by Council
6. Receive advice from Council that plaque has been installed

## PLACEMENT DETAILS

Completed <i>Application for Interment</i> ? <input type="radio"/> Yes <input type="radio"/> No	Does the family wish to be present at the time the plaque is being placed? <input type="radio"/> Yes (please contact Council to arrange) <input type="radio"/> No
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## SIGNED

Signature	Date
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## LODGEMENT OF YOUR APPLICATION

MAIL    Chief Executive Officer, PO Box 390, Gayndah, Qld 4625

EMAIL    [admin@northburnett.qld.gov.au](mailto:admin@northburnett.qld.gov.au)

TELEPHONE    1300 MY NBRC (1300 696 272)

IN PERSON    Visit our customer administration offices 8.30am – 4.30pm (closed 11.30am – 12.30pm)

## OFFICE USE ONLY

Information received by	Date and time	NBRC contact officer
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## PLAQUE DETAILS

Single (complete if required)

Lawn  Niche  Other

Design no:

Size:

Double (complete if required)

1<sup>st</sup> side/detachable plate  2<sup>nd</sup> side/detachable plate  Both (Attach 2 x Plaque Options Page)

Shape

Standard Rectangle  Oval (lawn only)  Other:

Colour

White  Cream  Pale Pink  Fuchsia  Burgundy  Red  
 Teddy Blue  Trac Blue  Dark Blue  Teal  Turquoise  Green  
 Violet  Brown  Light Brown  Black

Border

Standard (9)  Floral (2)  Fancy Floral (7)  Woven (4)  Thick Woven (6)  
 Roman (2)  Leaves (10)  Heart (15)  Star (27)  Other:

Photograph / Emblem

Left Placement  Centre Placement  Right Placement  Other Placement

Emblem number: Or Image attached:  If other placement, please describe:

Photograph Border

No Border  Standard  Thick Woven

Photograph Details

Please provide a high resolution photograph in digital format with your application.

Note: Use of emblems and photographs may reduce lines available for wording.

19mm  27mm  30mm  1.8 x 2.4cm  2.5 x 3.5cm  3 x 4cm

## LINE SEQUENCE

Refer to Worsell Design number for available lines. Please order the sequence if using optional lines.

Un-ordered sequences will be ordered automatically starting from Line 1 "IN LOVING MEMORY OF" or "CHERISHED MEMORIES OF" and increasing up to available lines.

Lines marked with an asterisk (\*) are required.

Line:

IN LOVING MEMORY OF  CHERISHED MEMORIES OF  TREASURED MEMORIES OF  
 Other:

Line:

Surname First name Middle names

Other

Line:

WHO PASSED AWAY  WHO PASSED AWAY ON  WHO DIED  WHO DIED ON  
 Other:

Line:

Date of death:  Date in full  Numerical date  Other:

Line:

- Age of       Aged      years       Aged      years and      months  
 Other:
- 

Line:

- LOVED AND REMEMBERED ALWAYS       IN GOD'S CARE  
 Other:
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Line:

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Line:

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### PLAQUE LAYOUT

Applicant to complete this section only if necessary i.e. If customer cannot accommodate their requirements above, otherwise attach final plaque proof with completed *Customer Authorisation* to this application