

## Cemetery Checklist

### Burial with no prior Interment Right (Plot Lease)

*Documentation required min 3 business days prior to burial date*

- Burial Application – Signed
- Interment Right Application – Signed

*Documentation required to be sighted at burial*

- Death or Partial Death Certificate
- ID plate on coffin with Full Name of Deceased

### Burial with prior Interment Right (Plot Lease)

*Documentation required min 3 business days prior to burial date*

- Burial Application – Signed

*Documentation required to be sighted at burial*

- Death or Partial Death Certificate
- ID plate on coffin with Full Name of Deceased

**NOTE – lifting of an existing slab may require the services of a professional memorial mason which may affect Council's ability to have the site ready. Mason fees will be on charged to the applicant and can sometimes be a significant extra cost to those stated in Council's fees and charges.**

### Burial of Ashes into Existing Plot/Grave

*Documentation required min 3 business days prior to burial date*

- Burial Application – Signed

### Installation of Headstones, Plaques or Memorials with no prior Interment Right (Plot Lease)

*Documentation required*

- Application for Headstone or Memorial – Signed
- Interment Right Application – Signed

### Installation of Headstones, Plaques or Memorials with prior Interment Right (Plot Lease)

*Documentation required*

- Application for Headstone or Memorial – Signed

#### **Please Note**

1. Columbarium plaques are required 3 business days prior to interment
2. Work can only be undertaken once approval is given by Council
3. Registered Memorial Masons are preferred by Council to install headstone memorials
4. Columbarium memorial plaques can only be installed by Council staff
5. Columbarium plaque sizes vary at each Cemetery please refer below

#### **Plaque Sizes**

Coonalpyn	–	150mm W by 150mm H
Meningie	–	280mm W by 150mm H
Peake	–	170mm W by 230mm H
Tailem Bend	–	160mm W by 160 H
Tintinara	–	230mm W by 200mm H (Please note N/W wall only holds smaller containers 175mm in height)

