

FORM**WOLLONGONG MEMORIAL
GARDENS & CEMETERIES
INTERMENT RIGHT CERTIFICATE**

Privacy Notification (*Privacy and Personal Information Protection Act 1998 – Section 10*)
 - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Wollongong Memorial Gardens & Cemeteries
 176 Berkeley Road, Unanderra, NSW 2526
Post Locked Bag 8821 Wollongong DC NSW 2500
Phone 02 4227 7780
Email memorialgardens@wollongong.nsw.gov.au
Web www.memorialgardens.wollongong.nsw.gov.au
Office Hours: 8:30 am to 4:30 pm Mon - Fri

Certificate Number:
Date of Issue:
This is to certify that (Applicant Name)
Of: (Service Address)
Was, on _____ granted the perpetual Interment Right to
Site details – (Denomination) – (Section) – (Row) – (Plot) – in (Cemetery) at (Depth)
And has paid to Council the fee of \$
The Interment Right is granted in accordance with the Wollongong City Council's Cemetery Operations Policy, the <i>Cemeteries and Crematoria Act 2013</i> and the <i>Crown Lands Management Act 2016</i> .
The granting of an Interment Right is a written undertaking by the Wollongong City Council to grant a right in perpetuity to occupy an interment site without interference once the bodily remains of a deceased person have been interred. Council will grant this right to the person named on this Certificate or another person with the consent of the person names on this Certificate.
A fee for the opening and closing the interment site will be levied at the time of the burial and will be set in accordance with Council's Annual Fees and Charges.
The Interment Right does not transfer equity or any ownership of cemetery land to the owner of the Right, or any beneficiary of it.
Signed: (John Chilby) Operations Manager Wollongong Memorial Gardens Date: Per:

Transfer of Interment Right

I, _____ Of _____
 Declare that I am the rightful owner of this Certificate and transfer all of my rights and interests within, to _____
 Of _____
 Date of Birth: _____ Contact Number: _____
 Date: _____ Date: _____

Endorsement by Cemetery Authority

The transfer of the above Interment Right has been transferred and the Cemetery Register has been updated.
 Transfer fees in accordance with Council's fees and charges have been paid.

Name: _____ Date: _____

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General Public Requirements Within the Cemeteries & Memorial Gardens

A person must **NOT** do any of the following within Council's Cemeteries & Memorial Gardens -

- 1 Damage, deface, interfere with, alter or remove any monument, memorial, foundation, vault, table, headstone, gravestone, kerbing, rail or other structure from a Cemetery without Council's written permission.
- 2 Disturb or interrupt any service, procession, cortege, gathering, meeting or assembly.
- 3 Bury, inter or exhume any human remains, whether cremated or not, without Council permission.
- 4 Enter or remain at the Cemetery & Memorial Gardens at night, between the hours of sunset and sunrise.
- 5 Cause or permit an animal that is NOT under the person's control or restraint, to enter or remain in the Cemetery or Memorial Gardens. This does not prohibit a person from being accompanied by a companion dog, whilst the person is at the Cemetery or Memorial Gardens.
- 6 Take part in any gathering, meeting, or assembly, except for the purpose of a religious, research, historical, educational or other ceremony or burial or commemoration.
- 7 Place fresh flowers unless in approved vases (unbreakable containers). A maximum of two vases per site. Excessive arrangements or wilted arrangements will be removed.
- 8 Place artificial flowers unless in Council approved vases in the approved area of the plot, however arrangements must be replaced when faded, weathered or otherwise degraded.
- 9 Place ceramic or glass objects that are fragile or breakable.
- 10 Place metal objects, or any other objects that are likely to cause a risk to the health or safety of visitors or workers at the Cemetery or Memorial Gardens.
- 11 Construct or install any monument, memorial, foundation, headstone, gravestone, kerbing, railing, pebbles, matting or other structure on a burial plot or plots, unless it is of a material and design carried out to a standard of workmanship approved by the Operations Manager, through the appropriate approval process.
- 12 Carry out any adornment including large ornaments and candle holders on a burial plot or plots unless approved by the Cemetery Coordinator and made or installed to a standard of workmanship approved by the Cemetery Coordinator.
- 13 Place or install any item that extends beyond the constructed headstone, monument or niche, including pot plants, flower holders or live plants; that includes no items placed on grassed or landscaped areas both within burial plots and general areas.
- 14 Glue or permanently attach items to gardens wall sites, lawn cemetery concrete beams or any monumental structure.
- 15 Use a hose for the washing of monuments.
- 16 Erase, correct, or require the erasure or correction of, working of any inscription that has been constructed installed, made or carried out -
 - a Without Council's written consent
 - b Otherwise than in accordance with an approval given by Council.
- 17 Engage in trade or commerce.
- 18 Distribute any circular, advertisement, paper or other printed, drawn, written or photographic matter unless such item is a funeral booklet or order of service.
- 19 Drive a vehicle, or ride a horse, except on a road provided for that purpose.
- 20 Park a motor vehicle on any known burial place, verge or plantation or in a manner that is likely to impede traffic or detract from the sanctity of the Cemetery or Memorial Gardens.
- 21 Camp or reside on any land in the Cemetery or Memorial Gardens.
- 22 Possess or consume alcohol or intoxicating beverage or substance, unless undertaken responsibility as part of a commemoration.
- 23 Remove any dead timber, logs, trees, flora, whether standing or fallen.
- 24 Create a rockery or pebble garden unless specific permission has been given by Council.
- 25 Plant any tree, shrub or other herbage or plant in any place unless written permission has been obtained from Council.
- 26 Kill, capture, or in any way interfere with any animal, bird or other fauna, whether native or introduced.
- 27 Bring into or leave, in the Cemetery or Memorial Gardens, any rubbish, refuse, scrap metal, rock, soil, sand, stone or other such substance.

To assist on the operation of the Cemeteries or Memorial Gardens, Council will make every attempt to liaise with the Interment Rights Holder prior to any action being taken. Council may request a person leaves or remove any person trespassing or causing annoyance, interference or nuisance or otherwise committing a breach of these regulations. Council may rectify situations including removing items placed and considered not appropriate, hazardous or contrary to the regulations, after attempting to liaise with families, without notice. Council will make every effort to contact the Interment Right Holder or his/her representative on maintenance issues, but safety of the site and its users will be paramount to any decision made.