



Shire of Derby / West Kimberley

Application to Erect a Monument

Cemetery

	Derby
	Fitzroy Crossing

Denomination/Section

	Catholic
	Protestant

Plot Number:	
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Monumental works cannot be carried out on a grave less than 12 months old. This reduces the incidence of structural cracking and breaking of monumental works as a result of subsidence.

Applicant

(Works cannot commence until an approval is issued. The approval will be subject to conditions)

Company Name:					
Contact Person – Surname:					
Contact Person – Given Name:					
Postal Address:		Suburb:		Post code:	
Email:		Phone (H):		Mobile:	
Quoted cost:		Date:			
Representative Family Member:		Signature:		Date:	

Grant Details (Holder of Grant of Right Burial)

Surname:		Given Name:			
Residential Address:		Suburb:		Postcode:	
Postal Address:		Suburb:		Postcode:	
Email:		Phone:		Mobile:	
Signature:		Date:			

As Grantee, I hereby authorise permission for this monument to be erected.

Details of Deceased

Surname:				
Given Name:				
Date of Birth:				
Date of Death:		Age:		

Derby

☎ (08) 9191 0999 | 30 Loch Street
✉ sdwk@sdwk.wa.gov.au | PO Box 94, Derby WA 6728

Fitzroy Crossing

☎ (08) 9191 5355 | Flynn Drive
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☐ Yes	☐ No	Is the work being undertaken by a monumental mason?
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☐ Yes	☐ No	Is the grave over 12 months old?
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Type of Work

(All monumental works shall be done by an appropriately trained monumental mason. Consideration will be given to applications made by non-masons if the work is minor.)

☐ Yes	☐ No	New monumental works
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☐ Yes	☐ No	Restoration works
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☐ Yes	☐ No	Add further Inscription
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Memorial Stone/Plaque

Height from Level of Ground:		Width:		Thickness:	
Materials to be Used:					

Monuments

Height from Level of Ground:		Width:		Thickness:	
Materials to be Used:					

Sketch of Proposed Work

(Attach any additional pages if further space is required)

Sketch/Proposal Plan

Inscription

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Proposed Time of Work

Proposed Date:	
Proposed Date:	

Note: No works are to be carried out in council managed cemetery without approval. All monumental works are to be designed and constructed in accordance with sound engineering principles to provide a monument that is stable, durable and serviceable. All structural materials such as treated pine; wire, shade cloth etc. not permitted. Vaults, crypts, tombs and mausoleums are not permitted.

All monuments constructed should conform to Australian Standard for Headstones and Cemetery Monuments AS 4202 2019

Before submitting this application, please make sure you have included the following:

- Application together with Fee
- Detailed drawing/plan of the monument with measurements
- Wording to be placed on the monument
- Details of the deceased
- Copy of the Grant of Right of Burial

PLEASE NOTE: ALL MONUMENTS SHOULD BE CONSTRUCTED TO A STANDARD THAT LASTS FOR A PERIOD OF 50 YEARS (GROB AND RENEWED GROB).

Declaration

Important: Please read and sign this declaration for your application to be processed

I certify that the details contained in this form are true and correct to the best of my knowledge.

Signature of Applicant:		Date:	
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SHIRE OFFICE USE ONLY

Entered into Synergy – Cemetery record: _____
Entered on Map

Central Record Registration Number:	
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Receipt number:		Date of payment:	
Authorised Approving Officer:			
Signature:			
Date:			

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If you choose not to provide the requested information, we may be unable to process your request.

To see our full collection notice and privacy statement visit www.sdwk.wa.gov.au. To request access to your personal information please contact the Corporate Services Team via email at sdwk@sdwk.wa.gov.au or phone (08) 9191 0999.

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