

Purchase of a Cemetery Plot

PURPOSE OF FORM: The information in this form will be used to process your application for purchasing a plot.

PRIVACY NOTICE: Whitsunday Regional Council is collecting personal details for identity verification and the purpose outlined on this form. This information will only be accessed by authorised Council employees and handled in accordance with the 'Information Privacy Act 2009'.

APPLICATION PROCESS: For the purchase of a cemetery plot to be approved, the completed application must be lodged with Council on the approved form. Council reserves the right to return the application form and request for further information if items have been left blank. Once Council has approved the application, fees have been paid, a copy of a reservation certificate will be issued.

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

Section 1 – Plot Description

Proserpine	<input type="checkbox"/> Lawn Cemetery	<input type="checkbox"/> Memorial Garden	<input type="checkbox"/> Columbarium Wall	
Collinsville	<input type="checkbox"/> Lawn Cemetery	<input type="checkbox"/> Memorial Garden	<input type="checkbox"/> Columbarium Wall	
Bowen	<input type="checkbox"/> Lawn/Beam	<input type="checkbox"/> Memorial Garden	<input type="checkbox"/> Columbarium Wall	<input type="checkbox"/> New Monumental

Section 2 – Plot holder Details

Full Name					
Rank	<input type="checkbox"/> MSTR	<input type="checkbox"/> MR	<input type="checkbox"/> MISS	<input type="checkbox"/> MS	<input type="checkbox"/> MRS
Date of Birth			Date of Death		
Demonination			Age		
Residential Address					
Postal Address					
Contact Phone	B		H		M
Email Address					

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4805

Proserpine
83-85 Main Street
Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets
Collinsville QLD 4804

Cannonvale
Shop 23, Whitsunday Plaza
Shute Harbour Road, Cannonvale QLD 4802

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Section 3 – Next of Kin/Executor Details

Next of Kin					OR Executor						
Address											
Contact Phone	B				H				M		
Email Address											
Relationship to the Applicant											

Section 4 – Declaration

Funeral Directing completing application please sign in the 'For Funeral Director Use Only' area when applicant is unable to provide a signature.

Applicant Full Name			
Applicant Signature		Date	

For Funeral Director Use Only – If Applicable

Funeral Director									
Address									
Contact Phone	B			H			M		
Email Address									
Signature					Date				

For Council Office Use Only

Identification	Type:	ID reference Number:
Fees paid	\$	Receipt #
Date Paid		Application #
Receiving Officer		Date
Signature		

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TERMS AND CONDITIONS

- 1.1. Purchase of a cemetery plot is accepted by Council at each of the cemeteries upon receipt of the Approved Form and payment as per Council's Fees and Charges
- 1.2. All applications for a Purchase of Plot must be made using the approved form and accompanied by the fee set out in Council's Fees and Charges. All fields listed on the application form are required to be completed in full and accompanied with a copy of the applicant's identification. Council reserves the right to return the application form and request for further information if items have been left blank.
- 1.3. Whilst Council shall make every effort to honour specific plot reservations / purchase of plot, there may be circumstances where Council may not be able to do so. For example, Council is unable to carry out burials that are adjacent and/or opposite to plots that have been buried in, within a twelve-month period due to the risk of collapse.
- 1.4. The plot holder is the only person that has the right to cancel a reservation of a purchased plot on a reserved site.
- 1.5. Cancellation of reservation must be submitted in writing to Council and relevant charges will be applied as per Council's Fees and Charges.
- 1.6. Council requires a form of ID that confirms the applicant's signature (e.g., driver licence, passport). ID will be sighted, and the reference number recorded for verification purposes. A copy of the applicant's ID will not be retained.

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