

An invoice will be forwarded to you upon receipt of completed application form.

Application fee (CR-CS9055) - \$104.00 (non-refundable)

1. Applicant details			
Details of applicant 1:			
Surname		Given names	
Date of birth		Place of birth	
Postal address			
Suburb		State	Postcode
Business phone	A/H phone		Mobile
Email address			
Signature Applicant 1			Date
Details of applicant 2:			
Surname		Given names	
Date of birth		Place of birth	
Postal address			
Suburb		State	Postcode
Business phone	A/H phone		Mobile
Email address			
Signature Applicant 2			Date

2. Site selection and fees			
Cemetery name:			
Do you wish to meet on site to select a position?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Reservation of ashes site only, does not include interment and/or memorial		Reservation of ashes site including first interment and memorial	
<input type="checkbox"/> Columbarium niche	\$590.00	<input type="checkbox"/> Columbarium niche	\$1,237.00*
<input type="checkbox"/> Columbarium RSL niche	\$590.00	<input type="checkbox"/> Columbarium RSL niche	\$1,237.00*
<input type="checkbox"/> Garden site	\$590.00	<input type="checkbox"/> Garden site	\$1,237.00*
		<input type="checkbox"/> Family Tree	\$2,467.00*
		<input type="checkbox"/> Kulangoor Blvd tree	\$2,467.00*
Note: *An additional monumental works fee of \$248.00 applies for reservations that include memorials			

OFFICE USE ONLY					
Cemetery:	Section:	Row:	Site:	Invoice #:	Date stamp
RES					
Fees Payable:	Receipt #	Certificate of Entitlement No.		Date Issued:	
\$		RES-			
RES:	INV:	PAY:	CERT:	POST:	

Privacy

Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with council's privacy policy.

www.sunshinecoast.qld.gov.au | mail@sunshinecoast.qld.gov.au | T 07 5475 7272

Postal address Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

Caloundra office 1 Omrah Avenue Caloundra Qld 4551

Maroochydore office 10 First Avenue Maroochydore Qld 4558

Nambour office Corner Currie and Bury Streets Nambour Qld 4560

Frequently asked questions:

Reserving an ashes site

People have many questions when it comes to reserving burial rights for a position in one of the Sunshine Coast Regional Council's cemeteries.

The questions below represent the most frequently asked, however should you have a question or query not listed, please contact the Cemetery office on (07) 5459 2300 or email cemeteries@sunshinecoast.qld.gov.au

1. **Why should I reserve my ashes site?**

The reservation of an ashes site removes the burden on your family to choose a location for your interment, providing peace of mind for you and other family members that you are in your chosen resting place.

2. **How do I go about organising the reservation of my site?**

It is as simple as completing an Application to Reserve an Ashes Position form which is available from any one of Councils Customer Service Centres, or downloaded from Councils website. Once your application is received with the associated fee, an officer can then assist in selecting your site if desired. Once a site is confirmed, an invoice will be forwarded to you for final payment. Upon payment, Council will confirm your reservation by forwarding you a Certificate of Entitlement.

3. **What does my site reservation include?**

- a. You can reserve the site only which does not include the interment of ashes or the placement of a memorial. This allows the option of placing a memorial when required from council or engaging an independent monumental mason who will be able to guide you through the process for placing a memorial in a council cemetery (Please note though that Council must inter the ashes at time of need.);
Alternatively,
- b. You can reserve the site which includes interment of ashes and provision and placement of a memorial.

4. **Do I actually purchase my ashes site?**

No, you purchase the rights to the site, therefore becoming the burial rights holder. The site remains in the administration of Council, however only the burial rights holder can authorise interments, disinterment's and memorial additions.

5. **Can I transfer the rights of my ashes site to another person?**

Reservations may be transferred by mutual agreement of the Burial Right Holder and recipient. Both parties must give agreement in writing to council. A fee applies to the service.

6. **When I pass away what is required for my family to use my site?**

At the time of scheduling the interment of your ashes and organising a memorial, your family is required to provide a copy of the Certificate of Entitlement to the Cemetery office for verification.

7. **Is the reservation fee refundable?**

Should you no longer require the site, Council will refund 80% of the original purchase price.