



THE OAKS ANGLICAN CHURCH

St Luke's The Oaks, St Matthew's The Old Oaks
Postal Address: PO Box 6005, The Oaks. NSW 2570
Email: cemetery@toa.church

APPLICATION FOR MONUMENT - Burial Plot

PART I (To be completed by applicant)

Name of Deceased _____

Date of Burial: _____ ROW _____ PLOT NO. _____

Applicant's Details

Mr, Mrs, Miss, Ms: (Circle One)

Christian Name: _____ SURNAME: _____

Address: _____

Contact Phone No: _____ Mobile: _____

Email: _____

I am (please tick one of the following)

- | | |
|---|--|
| <input type="checkbox"/> the holder of the right of burial for the subject gravesite, | <input type="checkbox"/> the legal heir of the deceased, |
| <input type="checkbox"/> the executor of the deceased estate, | <input type="checkbox"/> legal representative of the deceased. |

I hereby make application to erect the monumental work described in this document.

This work is to be carried out by:

NAME OF LICENSED MONUMENTAL MASON: _____

I understand that should any memorial become unsightly or dangerous, or be found to be in breach of the rules and conditions of the cemetery, the Church Wardens have the right either to correct or remove the same at the expense of the undersigned or his or her heirs, after having given due notice in writing to that person's last known address. I **hereby indemnify** the Anglican Parish of The Oaks and its representatives against all actions, proceedings, demands, damages, costs, losses or expenses which may arise as a result of the Church Wardens or authorised person having consented to the execution of such work.

APPLICANT SIGNATURE: _____ DATE: _____

Return this form to - The Cemetery Administrator, St Luke's Anglican Church, at the postal address indicated at top of this application (Note: not processed until payment received), **OR**
Scan and email to – cemetery@toa.church (Note: not processed until payment received).

Application fee \$330.00 (GST inclusive).

Payment by Direct Transfer to – Westpac Bank Narellan, BSB 032-710, A/c 350300.

Include – applicant's name and St Matthew's Cemetery as the reference for the deposit.

Please forward an email to cemetery@toa.church indicating payment has been made, a receipt will be forwarded to you.



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PART II (To be completed by nominated Licensed Monumental Mason)

AGREEMENT OF THE MONUMENTAL MASON

I have been authorised by the person making this application to prepare such work as is detailed in this document.

I will ensure that the work carried out will be of the highest standard of materials and workmanship and will comply with all regulations and standards that apply to such work, including the rules of the cemetery.

I agree that should the completed work be found to be in breach of any such rules or regulations it will at the request of the Church Wardens be removed by me within seven days of such a request being made.

I hereby agree to pay for any damage to graves, memorials, trees or shrubs incurred during the transportation and setting of this memorial. I also hereby indemnify the Anglican Parish of The Oaks and its representatives against all actions, proceedings, claims, demands, damages, costs, losses or expenses that may arise as a result of such work being done.

NAME OF LICENSED MONUMENTAL MASON: _____

LICENCE NO. _____

Address: _____

Contact Phone No: _____ Mobile: _____

Email: _____

SIGNATURE OF AUTHORISED REPRESENTATIVE: _____

DATE: _____

PART ii cont.

SPECIFICATIONS FOR PROPOSED MONUMENT

Particulars of Work – please indicate with a tick all work to be undertaken

Structure	Single	Double
Headstone		
Kerb		
Tile, marble chips, etc		
Slab		
Renovation		
Additional Inscription		
Other (describe)		
Placement of ashes and fixing of plaque		

To be included on a separate page and submitted with this application -

A diagram or sketch showing all aspects of work to be carried out, including the following -

- * dimensions of the structure
- * all materials to be used in construction
- * footings/foundations specifications
- * details of all inscriptions to be written on the headstone or plaque.

Return completed application for consideration to –

Attention of the Cemetery Administrator, St Luke's Anglican Church, PO Box 6005, The Oaks, 2570, **OR**

scan and email to cemetery@toa.church

When processed a reply will be forwarded indicating approval to undertake project or requesting further information if required.

OFFICE USE:	APPLICATION FOR MONUMENT - Burial Plot		
ROW _____	PLOT No _____		
Date: ____/____/____	Amount Paid: \$ _____	Receipt No: _____	
Name: (Cemetery Administrator) _____	Signature: _____		