

Application for Monument



Please note: Each cemetery has a different set of in-depth installation requirements. It is important to read these requirements before you submit your application to avoid any unnecessary delays and problems. Call Customer Services on 07 884 0060 for a copy of the requirements.

Name of cemetery: _____

1. Applicant:

Full name _____

Company name: _____

Physical address: _____

Postal address: _____ Post code _____

Phone - work: _____ mobile: _____

Fax.: _____ Email: _____

Under the Public Amenities Bylaw, monuments must be installed in accordance with the Standard for Headstone and Cemetery Monuments (NZS 4242:1995). Only approved contractors can install monuments in our Cemeteries.

2. Details of Installer

Above Applicant Approved Contractor (complete details below)

Company name: _____

Contact person: _____

Physical address: _____

Postal address: _____ Post code _____

Phone - Work: _____ Mobile: _____

Fax.: _____ Email: _____

3. Details of Plot Location:

Name of deceased: _____

Plot owner: _____

Block No: _____ Row No: _____ Plot No: _____

4. Will the monument, when sited cross more than one plot?

No – Skip to section 5 Yes – List other affected plots: _____

5. Installation and Design Requirements

There are several installation and design requirements that are applicable to all cemeteries. Please read the following details carefully to ensure you will be allowed to install your monument:

- A **maximum building envelope** applies to the installation and design of headstones. (Please refer to your copy of requirements for the specific building envelope of your proposed cemetery).

- The **minimum thickness** for any headstone is 75mm.
- The **maximum height** for any monument is 1200mm.
- The entire monument must have a **minimum of 150mm clearance** from the front of the plot. **Single berm** monuments must have a minimum of 150mm clearance from the front **and** rear of the plot.

6. Details of Monument to be constructed

Materials: _____

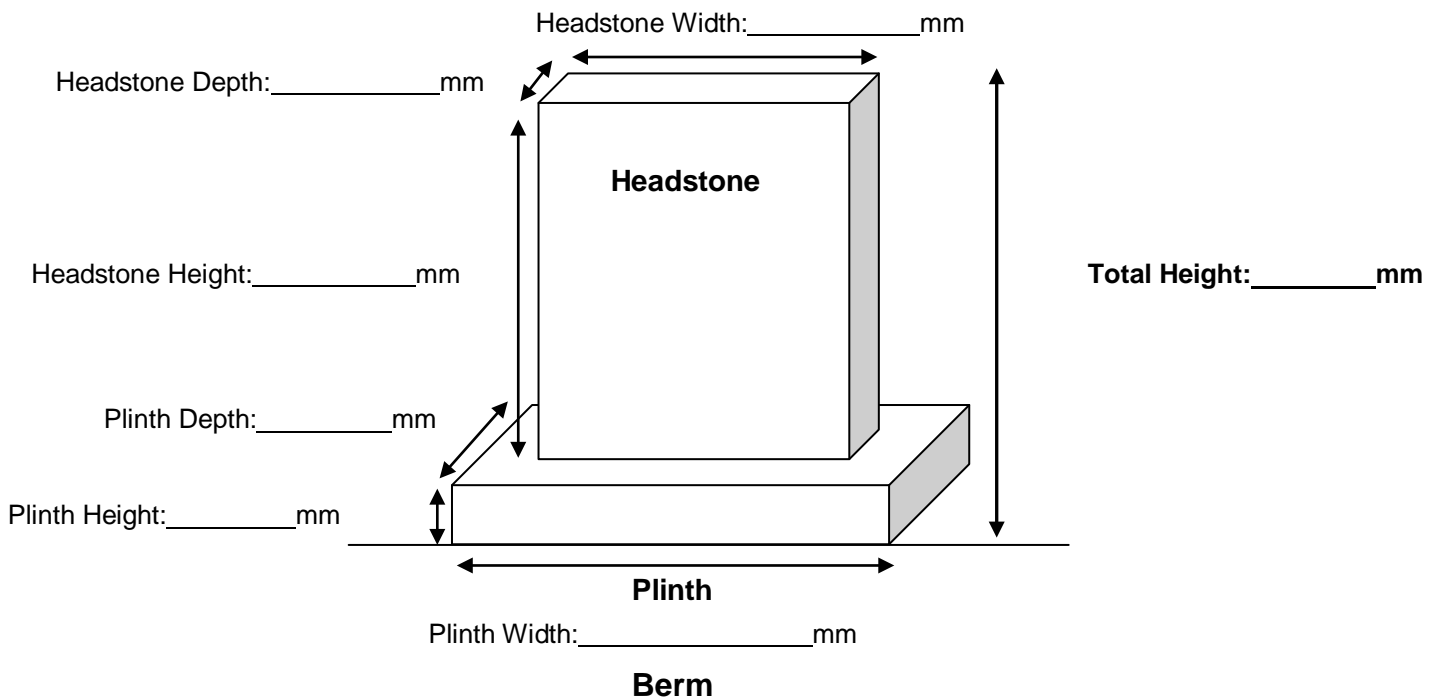
- Draft of planned wording attached
- Plaque size _____

OR for all other monuments, complete dimensions below.

Dimensions:

Please add the relevant dimensions of your planned monument to the diagram below. For plaques being mounted on a plinth, please provide plinth details.

Please note that not all cemeteries allow headstones or plaques with plinths, please check your copy of requirements for the proposed cemetery.



I accept responsibility for the details contained within this form and liability for fees charged by Matamata-Piako District Council. I also accept responsibility for the removal of this monument if it differs to this application.

- Payment** of \$50.00 attached **Receipt No** _____ or
- Internet Banking** 02 0436 0021611 00 **Code** Monument **Reference** Name of Deceased
- Invoice: Customer Account No: _____

Signed: _____ Date: _____

<p>Office Use Only</p> <p>Approved Contractor</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>(Date received)</p>
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