

Privacy Statement - Council is collecting your personal information for the purposes of processing your application. Your information will be handled in accordance with requirements under the Information Privacy Act 2009 (Qld) and will not be used for any other purpose and will not be provided to any other entity without your express permission or unless required by law.

- Please read the [MSC Cemetery Terms and Conditions](#) and [MSC Fees and Charges](#) prior to completing this form.
- Please ensure that all names are spelt correctly in this form.
- **Contact Council by phone 1300 308 461 before completing this application.**
- **Submit completed application by email: cemeteries@msc.qld.gov.au**
- Decisions on private land interment applications can take up to three (3) weeks.
- Approval of the interment is not confirmed until you receive a written response from Council.

MSC INTERNAL USE ONLY

MSC Application No:

MSC Doc Set ID No:

Information about the APPLICANT

The applicant must be next of kin, personal representative of the deceased. You may be required to provide proof of your identity and evidence of your authority to make this application.

Relationship to the deceased:

Title:

Family Name:

Given Name:

Date of Birth:

Phone / Mobile:

Residential Address:

Mailing Address (if different from above):

Email Address:

Information about the DECEASED (person to be interred)

Title:

Family Name:

Given Name:

Date of Birth:

Date of Death:

Sex: • Male • Female

Residential Address:

Description of INTERMENT SITE

Property Location including Lot and Plan Number:

Global Positioning System (GPS Coordinates X & Y) of the interment site:

X:

Y:

For example: X: 145.42501°E; Y: 16.99680°S

Is there an existing interment on the property? • No • Yes, please provide details of who is already interred on the property:

Will the deceased be interred in a new or existing site? • New Site • Second or subsequent interment in existing site

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Description of SPECIAL HISTORIC or CULTURAL ASSOCIATION between the DECEASED and the INTERMENT SITE / LAND

Supporting documentation may be attached.

LANDOWNERS DETAILS

- Same as Applicant *(if this box is checked then you do not need to complete details in this section)*

Title:		Family Name:		Given Name:	
Phone / Mobile:					
Residential Address:					
Mailing Address (if different from above):					
Email Address:					

- A letter from the Landowner providing permission for interment must be attached to this form (tick if attached).

Information about the INTERMENT

Interment Date:		Interment Day:		Start Time of Service or Graveside Ceremony:	
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FUNERAL DIRECTOR / PERSON ARRANGING THE INTERMENT

Company Name:					
Contact Name:		Phone / Mobile:			
Email Address:					

Please list any SUPPORTING DOCUMENTATION

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MSC INTERNAL USE ONLY**MSC Application No:****MSC Doc Set ID No:****APPLICANT DECLARATION & SIGNATURE**

I declare that I have appropriate authority to submit this application. The information that I have supplied in this application is complete, true and correct. I make this application under Mareeba Shire Council Local Law No. 1 (Administration) 2018, Subordinate Local Law No.1 (Administration) 2018, Local Government Act 2009 and Local Government Regulation 2012 to obtain a permit to conduct the activity outlined in this form.

Name:

Signature:

Date:

LANDOWNER DECLARATION & SIGNATURE

I declare that the information that I have supplied in this application is complete, true and correct. I am the registered landowner have appropriate authority to provide permission. I understand that interments on private land are a prescribed activity under Mareeba Shire Council Local Law No. 1 (Administration) 2018, Subordinate Local Law No.1 (Administration) 2018, Local Government Act 2009 and Local Government Regulation 2012.

Name:

Signature:

Date:

FUNERAL DIRECTOR DECLARATION & SIGNATURE

I declare that the information that I have supplied in this application is complete, true and correct. I am appropriately qualified and prepared to carry out the interment. I understand that interments on private land are a prescribed activity under Mareeba Shire Council Local Law No. 1 (Administration) 2018, Subordinate Local Law No.1 (Administration) 2018, Local Government Act 2009 and Local Government Regulation 2012.

Name:

Signature:

Date:

MAREEBA SHIRE COUNCIL INTERNAL USE ONLY

Deceased Name:

Interment Site:

Interment Date:

Day:

Start time of the Service or Graveside Ceremony:

Receipt Number:**Amount Paid:****Date Paid:**