

Application to Transfer Right of Burial

IMPORTANT NOTICE

Western Downs Regional Council is committed to handling your personal information in accordance with the *Information Privacy Act 2009* (Qld) and the Queensland Privacy Principles (QPPs). QPP 5 obliges Council to advise you of certain matters when collecting your personal information. This collection notice sets out those matters, and explains how we will manage the collection, use, disclosure and storage of your personal information. The personal information collected is necessary to process your application for the transfer of a right of burial and inform you of matters concerning it and future matters concerning the grave. Western Downs Regional Council is collecting the personal information you supply on this form in accordance with *Local Government Act 2009* and Western Downs Regional Council Local Laws. If you choose not to provide your personal information, for example your name and contact details, Council will not be able to process your application. Your personal information will be accessed by persons who have been authorised to do so. Some of this information may be given to funeral director or funeral company for the purpose of interment or burial administration. Your information will not be given to any other person or agency unless required by law. Council's privacy policy explains how you may request access to and/or seek correction of your personal information. Council's policy also explains how you can complain to Council if you consider Council has breached its obligations to manage your personal information in accordance with the QPPs, and how we deal with privacy complaints. If you have any questions about how your personal information will be handled, please contact Council on telephone 1300 268 624 or info@wdrc.qld.gov.au.

Original Right of Burial Details

Surname:		First name:	
Maiden Name:		Address:	
Suburb:		Post Code:	
Cemetery Location:	<input type="checkbox"/> Myall Remembrance Park <input type="checkbox"/> Dalby Monumental Cemetery <input type="checkbox"/> Chinchilla Pioneer Cemetery <input type="checkbox"/> Wandoan Cemetery <input type="checkbox"/> Miles Cemetery <input type="checkbox"/> Meandarra Cemetery <input type="checkbox"/> Moonie Cemetery <input type="checkbox"/> Jandowae Cemetery <input type="checkbox"/> Tanderra Lawn Cemetery <input type="checkbox"/> Chinchilla Monumental Cemetery <input type="checkbox"/> Condamine Cemetery <input type="checkbox"/> Tara Cemetery <input type="checkbox"/> The Gums Cemetery <input type="checkbox"/> Other _____ <div style="text-align: right;">(Name of Cemetery)</div>		
Section:		Row/Grave/Niche Number:	
Date of Issue:	/ /		

Declaration: (Place a single line through the statement that is not applicable and initial both)

1. I, being the holder and therefore right of burial holder of the above mentioned right of burial (grave certificate), transfer and assign all my rights to the person mentioned below.
2. I, acting pursuant to authorisation granted subsequent to the right of burial holder having deceased or being deemed legally incapacitated.

****Please provide original grave certificate and copy of any will/documentation naming the executor of the estate of letters of probate naming the administrator or enduring power of attorney.**

New Right of Burial Holder Details

Surname:		First name:	
Maiden Name:		Address:	
Suburb:		Postcode:	
Phone:		Date of Birth:	/ /

Signature of Original Burial Holder:	Date	/	/
Signature of New Burial Holder:	Date	/	/
Signature of Witness:	Date	/	/
Name of Witness:			

