

## Application for Interment - Grave

**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 required to enable Council to process your application for interment in a grave in Council's cemetery and inform you of matters concerning it. Your personal information has been collected from the funeral director.

Refer to the last page of this form for further information.

**Note - This must be completed and submitted by a registered funeral director**  
**Interment Details-**

Date of application			
Cemetery Name:	<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 _____ (Name of Cemetery)		
Day of Interment:		Date of Interment:	
Time of Service:	Church: _____ Graveside: _____	Public/Private:	
Ministers Name:			
Is this a claim of Reserve? If yes, section/row/grave location:			
Allow for additional Interments:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Number of additional interments	<input type="checkbox"/> 1 (2 <sup>nd</sup> interment) <input type="checkbox"/> 2 (3 <sup>rd</sup> interment)
Coffin size:			
Additional adjoining reserve required?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

## Deceased Details

Full name:			
Last known address:			
Suburb:		Postcode:	
Date of Birth:		Date of Death:	
Age at Death:		Place of Birth:	
Religion:			
Occupation:			

## Right of Interment Holder Details:

(Individual signing Interment Terms and Conditions)

Full name including title			
Postal address:			
Suburb:		Postcode:	
Phone (h):		Phone (w):	
Phone (m):		Fax:	
Email Address:			
Relationship to Deceased:			
Next of Kin:			

## Declaration of Right of Interment Holder (Applicant):

***I solemnly declare the information provided is true and correct.***

Name of Applicant:	
Signature:	
Date:	

## Funeral Director Information

Funeral Director Representative: (name)		Signature:	
Name and address for invoicing account:			
Additional Comments/Requests:			

Postal address: Western Downs Regional Council, PO Box 551, DALBY QLD 4405



Additional comments/requirements/information:


WDRC Office Use Only:

Section/Row/Grave Issued:		Processing Officer	
Fees and Charges:	<div><input type="checkbox"/> Plot      \$ _____</div> <div><input type="checkbox"/> Interment      \$ _____</div> <div><input type="checkbox"/> Pallbearers      \$ _____</div> <div><input type="checkbox"/> Other      \$ _____</div>		
Additional Comments:			
Births Deaths Marriages Register:			
Batch Date:		Batch ID:	
<p><b>Continuation of Important Notice</b> (Privacy Act) - We also need the information to perform our functions, comply with our obligations and exercise our rights under the <i>Local Government Act 2009</i>, Western Downs Regional Council Local Laws and relevant state legislation. Should you choose not to provide this information, we may not be able to process your application or provide the services for which the information is required. Your personal information will be accessed by persons who have been authorised to do so and will not be given to any other person or agency unless required by law.</p> <p>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 <a href="mailto:info@wdrc.qld.gov.au">info@wdrc.qld.gov.au</a>.</p>			

