

# Application for Memorial Permit



THIS APPLICATION NEEDS TO BE LODGED AT THE PRE-PRODUCTION PHASE FOR ALL MEMORIALS

## Applicant Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

I am applying for a Memorial permit for the following:

## Deceased Details

Name of Deceased: \_\_\_\_\_

Date of Death: \_\_\_\_\_

Cemetery: \_\_\_\_\_

Block: \_\_\_\_\_

Plot: \_\_\_\_\_

Type of Memorial:  Burial Berm  Ash Berm  Plaque

Applicant Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

By Signing this application I declare that I am authorised to permit the placement of a memorial in relation to this plot.

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**Please attach a Stonemasons proof of proposed memorial detailing the inscription and dimensions.**

## Materials

All memorials to be made of either granite, marble, concrete with plaster, porcelain, ceramic, and in some instances, bronze. The use of other materials will require Council approval prior to use.

## Offensive Wording and Design

No individual monument shall cause offence or unfairly overwhelm adjacent areas either by design, wording or other mark.

## Memorial Restrictions

Only a Council approved monumental stonemason is permitted to install, remove or reinstate a memorial headstone, with installation to a professional finish in accordance with NZ Standards 4242.

### Base

Bases for all memorials shall not stand higher than 150mm above the highest point of the concrete berm.

Depending on the size of the concrete berm, a minimum space of 150mm is to be maintained both front and back of the base. This means that, for example the concrete berm is 700mm wide then the depth of the base can only measure 400mm.

### Adult Memorials

No erected memorial shall have a completed height higher than 1200mm above the concrete berm. In the case of a single plot, no monument shall be wider than 1000mm at its head or 2000mm for a double family plot.

The depth of the memorial shall be no more than 400mm.

### Infant Memorials

The following restrictions are only for those areas set aside for infants. The memorial shall be no wider than 550mm, 240mm in depth and a total height of memorial (including the base) not to exceed 500mm.

### Plaques

Please contact Parks staff to confirm dimensions of plaques as different berm sizes within the cemeteries have varying size restrictions.

### Ash Memorials

The following restrictions are only for those areas set aside for Ash memorials. A base no wider than 450mm, 300mm in depth and a total height of memorial (including the base) not to exceed 500mm.

### Ash Memorials (Ash Octagons Only)

The following restrictions are only for octagon shaped areas set aside for Ash memorials. A base no wider than 600mm, 300mm in depth and a total height of memorial (including the base) not to exceed 500mm.

## Removal of Unpermitted Memorials

The South Waikato District Council reserves the right to remove any memorial placed within any of its cemeteries that has not obtained a Memorial Permit. Any such memorial will be held for a period of no less than two months prior to disposal. All such memorials can be collected by the family and/or applicant. The South Waikato District Council will allow such memorials to be restored within the cemetery subject to a memorial permit being approved and the payment to the South Waikato District Council of any costs it incurred due to taking this action.

## OFFICE USE

Plot location confirmed:	YES	AMENDED		
Sited wording and description of memorial:	<i>Signature here:</i>			
Permit approved:	YES	NO		
Applicant notified of approval:	YES	NO		
Notification method:	Letter	Phone	Email	Verbal
Approved installer:				