

Permit Application

Installation of a Headstone or Plaque

Please email completed form and photo of proposed headstone including dimensions and text to: cemeteries@whakatane.govt.nz

BURIAL RIGHTS HOLDER

Must be the burial rights holder/plot purchaser or the authorised legal representative. If you are not the burial rights holder or an authorised legal representative, statutory declarations are required from all executors or trustees of the original plot purchase/estate.

Full name/Company: _____
Address: _____
Email: _____ Phone: _____
Relationship to deceased: _____

I am the burial rights holder for the plot listed below: ☐ Yes ☐ No

If No, I have attached Statutory Declarations from all
executors/trustees of the original plot purchase/estate: ☐ Yes ☐ No

Signature of applicant: _____ Date: _____

DECEASED DETAILS

First Name: _____ Surname: _____
Date of Death: _____

PLOT INFORMATION

Cemetery: _____
Section: _____ Plot number: _____

INSTALLER DETAILS

Because of the health and safety implications of incorrectly installed headstones and memorials, only qualified, experienced monumental masons or pre-approved installers are permitted to install headstones and memorials.

Monumental Mason: _____
Address: _____
Contact number: _____ Email: _____

DETAILS OF HEADSTONE

All headstones and plaques must conform to the specifications overleaf and installation must comply with the Whakatane District Council Cemeteries & Crematoria Bylaw.

Date and estimated time of installation: _____

Materials used: _____

Dimensions Height: _____ Width: _____ Depth: _____

Photo/Diagram of proposed memorial attached: ☐ Yes ☐ No *Please do not submit this form without a photo or proof attached.*

If family intend to have an unveiling, please request they contact Council's cemeteries team to advise of the day/time.

OFFICE USE ONLY

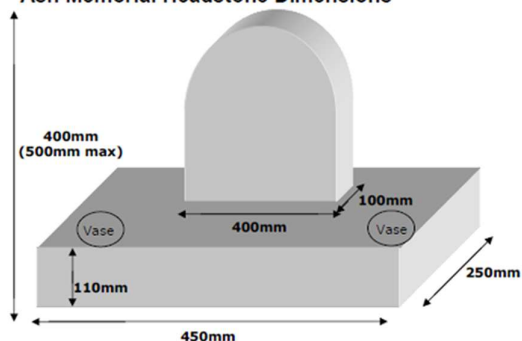
Plot confirmed: ☐ Yes ☐ No Authority over plot confirmed: ☐ Yes ☐ No

Approved by: _____

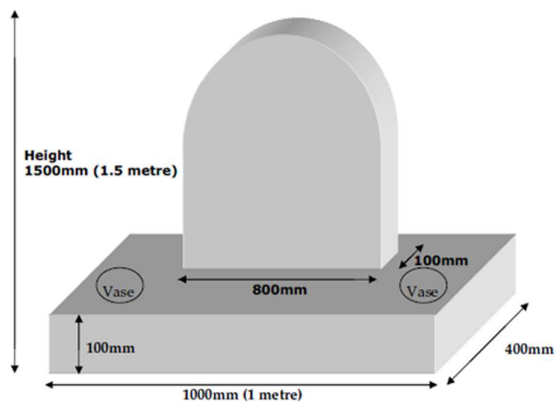
Signature: _____ Date: _____

All above ground monuments must be installed to the [NZ 4242: 2018 standards](#).

Ash Memorial Headstone Dimensions



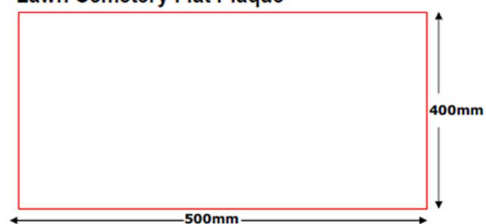
Grave Memorial Headstone Dimensions



Ash Berm plaque



Lawn Cemetery Flat Plaque



Concrete Berms that Headstones Sit On



Plot Size

