

# Application for Ashes Placement



## Section 1 Placement details

*Please select one of the following*

New Ashes Plot (immediate use)

Reserved Space

Placement in an existing burial plot (plaque not included)

Placement in a new burial plot- Ashes Placement Only (plaque not included)

## Section 2 Location

*Please tick appropriate*

Ashes Walk	Ashes Garden	Columbarium	Burial Plot
Cemetery	Section	Plot	Row

Placement in existing burial plot: Name of plot

## Section 3 Applicant details

Holder	Executor	Authorised Representative			
Full name of applicant			Title		
Address		Suburb	State	Postcode	
Email address		Phone number			
Relationship to deceased					

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## Section 4 Deceased details

Full name of the deceased	Title	Gender	
Last residential address	Suburb	State	Postcode
Email address	Phone number		
Date of Birth	Date of Death	Age	

## Section 5 Attendance details

**Do you wish to be present during placement?**

**No** - *The ashes must be surrendered to Council*

**Yes**      The ashes are being brought to the cemetery for placement **OR**  
The ashes are being surrendered to Council for placement

## Inscription details

*Example: date of birth, date of death, age, general.*

*Please note this is not applicable for ashes going into a grave plot.*

*Plaque wording is restricted to a maximum of 22 words over six lines.*

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## Section 6 Residency Statement

This section must be completed to apply for a non-residency fee exemption. Non-resident fees are non-refundable and exemptions must be applied for at the time of lodgement of this application.

I declare that the deceased has been a resident of the Blue Mountains Local Government Area (LGA), as:

Property Owner

An occupier of a property within the Blue Mountains LGA

## Section 7 Applicant Signature

I, the undersigned applicant,

understand that memorial items, plantings including artificial or plastic flowers are not to be placed along the ashes plot space or ashes plot garden. For more information, see Councils Cemeteries Policy, available through Councils website

state that all the information supplied is true and correct

Signature of Applicant:

Date:

## Protecting your privacy

The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PIPP Act). **Intended Recipients:** the intended recipients of the personal information are:

- Officers within the Council;
- The information will form part of a public record that must be available for inspection under the Cemeteries & Crematoria Act 2013.

**Statutory requirement:** Council is collecting this personal information for a lawful purpose that directly relates to our primary function of providing cemetery services in accordance with the Cemeteries and Crematoria Act 2013 and the Public Health Regulation 2012.

**Supply:** The supply of information by you is voluntary. If you do not provide Council with this information, Council may not be able to process this application.

**Access and Correction:** You may make an application to access or amend information held by Council.

**Storage:** Council is the agency that holds and controls the information.

**Enquiries:** email [cemeteriesoalbookings@bmcc.nsw.gov.au](mailto:cemeteriesoalbookings@bmcc.nsw.gov.au) or phone 4780 5613

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## Office use only - Payment

RC 630

RC CEM \$

Total Paid \$

Receipt Number

Date

### Further information

Burials and Ashes Placement Service  
[bmcc.nsw.gov.au/community/cemeteries](http://bmcc.nsw.gov.au/community/cemeteries)

Version 1 2021

**email:** [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au) **phone:** 4780 5000  
**address:** Locked Bag 1005, Katoomba, NSW 2780

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