



Goondiwindi Customer Service Centre: (07) 4671 7400
Inglewood Customer Service Centre: (07) 4652 0200
Texas Customer Service Centre: (07) 4653 2600

Postal: LMB 7, Inglewood QLD 4387
Email: mail@grc.qld.gov.au
Web: www.grc.qld.gov.au

TRANSFER OR CLAIM BURIAL RIGHTS APPLICATION FORM

Contact Council on 07 4671 7400 to assist with this application before submitting to mail@grc.qld.gov.au

Advice given by Applicants and Burial Rights Holder is relied upon by Council in good faith. Council does not accept any responsibility for allowing an application that might be the subject of a later dispute between family members, Executors and/or assigns.

Burial Right: For a site, means the lawful holder of the right to inter human remains or ashes, install or repair a memorial, exhume human remains or disinter ashes within a Council cemetery.

Section 1: Details Of Burial Place to Be Transferred Or Claimed			
<input type="checkbox"/> Goondiwindi	<input type="checkbox"/> Inglewood	<input type="checkbox"/> Texas	<input type="checkbox"/> Yelarbon
Section:	Row:	Plot/Niche:	Burial Rights Certificate No:
Section 2: Applicant / Claimant Details			
Surname:		Given Name/s:	
Date of Birth:		Phone:	
Postal Address:			
Email:			
<i>I have read and understood Council's Statement of Principles and am aware of my rights and responsibilities under that document.</i>			
<i>I declare that the information I have provided in this form is complete and correct. I understand that giving false or misleading information is a serious offence under section 234 of the Local Government Act 2009.</i>			
Signed:		Date:	
Section 3: Burial Right Holder Details			
3a. Are you the current Burial Right Holder?		<input type="checkbox"/> Yes - go to section 6	<input type="checkbox"/> No - go to question 3b.
3b. Is the Burial Right Holder deceased?		<input type="checkbox"/> Yes - go to section 4	<input type="checkbox"/> No - go to section 6
Section 4: Deceased Burial Right Holder Details			
Surname:		Given Name/s:	
Date of Birth:		Date of Death:	
Section 5: Relationship to Deceased			
What is your relationship to the deceased Burial Right Holder? Once relationship outlined, go to section 6			
Section 6: Burial Right Holder Contact Details			
Surname:		Given Name/s:	
Date of Birth:		Phone:	
Postal Address:			
Street Address:			
Email:			

Section 7: New Burial Right Holder Contact Details	
Surname:	Given Name/s:
Date of Birth:	Phone:
Postal Address:	
Street Address:	
Email:	
Section 8: New Burial Rights Holder Declaration	
<i>I have read and understood Council's Cemeteries Statement of Principles and am aware of my rights and responsibilities under that document</i> <i>I declare that the information I have provided in this form is complete and correct. I understand that giving false or misleading information is a serious offence under section 234 of the Local Government Act 2009.</i>	
Signed:	Date:
Section 9: Supporting Documentation	
Supporting documentation must accompany this application if the Burial Rights Holder is deceased.	
<input type="checkbox"/> Certified Statutory Declaration from applicant	<input type="checkbox"/> Certified Statutory Declarations from all other parties that may have a claim to the Burial Right
<input type="checkbox"/> Certified copy of Last Will and Testament	<input type="checkbox"/> Certified Statutory Declaration from Legal Representative of the Burial Rights Holder
<input type="checkbox"/> Original Certificate of Burial Right	<input type="checkbox"/> Other Supporting Documentation:

OFFICE USE ONLY	Fees \$		Receipt No:	
	Burial Right Holder Details Confirmed:	Yes / No	Grave No. and Section Confirmed:	Yes / No
	Application has been properly made in accordance with GRC's Local Law and Cemetery Statement of Principles <input type="checkbox"/> Yes <input type="checkbox"/> No			
	Records:		Approved By: <input type="checkbox"/> Practical <input type="checkbox"/> Book <input type="checkbox"/> Map	
PRIVACY NOTICE	Goondiwindi Regional Council is collecting this information to fulfil its responsibilities and obligations as a Local Government. This information may be used by Council officers, or shared with relevant agencies, where it is necessary to process your application or carry out related Council functions. Your contact details may also be used by Council to communicate with you about other services, matters or responsibilities that directly relate to your dealings with Council, in accordance with the Information Privacy Act 2009 (Qld) and Council's Information Privacy Policy. Your personal information will not be disclosed to any other person or agency unless you have given your consent or we are required to do so by law.			