

Request for the use of a Portable Shelter in a Cemetery

****Please complete all sections and sign and date the form****

Please TICK which CEMETERY:				Please TICK which SECTION:			
Martyn Street #168	<input type="checkbox"/>	Gordonvale #171	<input type="checkbox"/>	Lawn Plaque Section	<input type="checkbox"/>	Mausoleum / Vault Section	<input type="checkbox"/>
Forest View #169	<input type="checkbox"/>	Nelson Rd Babinda #172	<input type="checkbox"/>	Lawn Headstone Section	<input type="checkbox"/>	Monumental Section (old)	<input type="checkbox"/>
Babinda #172	<input type="checkbox"/>			Columbarium Wall Niche	<input type="checkbox"/>	Lawn Section for Ashes	<input type="checkbox"/>

Shelter Request details

I/We	
of (address details)	Phone Number:
Request the use of a shelter over the grave of:	
at the above indicated cemetery on date:	Time: am <input type="checkbox"/> / pm <input type="checkbox"/>

Site Details

Grave site number:	Section/Row:
The use of the shelter is for:	
<input type="checkbox"/> Unveiling of a headstone	
<input type="checkbox"/> Family service for interment of ashes	
<input type="checkbox"/> Other reason (please specify):	

Conditions

<ul style="list-style-type: none"> That only a shelter supplied by Council, which will be set up and removed by Cemetery staff, be used. That the cost of \$ _____ (including GST) for the use of the shelter be paid at Council's Customer Service Centre or Libraries no later than 12:00pm 2 working days prior to use. That a family representative is to contact the relevant cemetery staff to arrange an onsite meeting. Contact phone numbers are: Cairns Cemetery - 0417 620 478 Forest View Cemetery - 0439 489 951 Gordonvale and Babinda - 0439 882 279

I/We agree to the conditions as stated above and any conditions set by the Cemetery Staff	
Name:	
Signature:	
Dated:	

OFFICE USE ONLY				
Fee:	Receipt No.:	Date:	Officer Name:	
Annotated <input type="checkbox"/>	Confirmation to applicant <input type="checkbox"/>	Authority <input type="checkbox"/>	Copy to Cem <input type="checkbox"/>	Tracking <input type="checkbox"/>

Cairns Regional Council – Privacy Statement: Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.