

OFFICE USE ONLY	Receipt Date:	Approval Letter Issued:
Fee Paid:	Receipt No:	Issued By:

All documents must be completed in full and submitted to Murray River Council with fees BEFORE approval can be considered.

DECEASED DETAILS

SURNAME

GIVEN NAME

Description of proposed work	
Material to be used for each component of the work:	Please attach drawings (CAD, etc) detailing the work, dimensions, pins/dowels. Be sure to include footings and piers (where applicable)
What is the calculated weight of the monument? (excluding footings)	
Proposed inscription:	Please attach a clear proof of all wording, motifs, images, fonts and layouts
Name, address & contact details of contractor Monumental Mason	
Is any of the proposed work to be provided other than the nominated Contractor Monumental Mason?	If so, what and by whom
Work will be completed between:	Insert dates the contractor Monumental Mason would like site access permission

CEMETERY LOCATION:

Moulamein Tooleybuc Barham Moama Mathoura Mathoura Pioneer

ALLOTMENT: Section: Row: Allotment No:

Name of a previous interment DOD:

INTERMENT RIGHT HOLDER AUTHORISATION

(This person must be the Right Holder or have written authority from the Right Holder)

Mr/Mrs/Miss/Ms (Please complete all details in full)

Given Names: Surname:

Address: Town:

State: Postcode: Email:

Ph: Relationship to Deceased:

Signature of Right Holder Date:

MINIMUM STANDARDS FOR WORK IN CEMETERIES

Minimum Standard for Work includes, but is not limited to;

- The work is limited to the Interment Right / License held by the Interment Right Holder.
- Successful WHS Contractor Assessment and Registration via Murray River Council is mandatory for all applications. The contractor is required to ensure compliance with any other WH&S requirement. They will be held responsible by Council for any non-compliance and this will be regarded by Council as a breach of contract.
- When excavating for any work strict compliance with the confined space regulations is required.
- The contractor will comply with the requirements of Cemetery Management.
- All work must meet or exceed Australian Standards AS4204-2019, AS4425-2020. Additional minimum standards may be applied by Council as deemed necessary.
- All work must be carried out in a tradesman like manner.
- All materials shall be of a permanent nature (timber, bricks & mortar, untreated ferrous metals etc. are not considered permanent and may not be approved).
- The work shall not interfere with reasonable expectations of visitors to the cemetery or gardens.
- The work shall not encroach onto adjoining sites- that is, it will be limited and contained within the site or allotment described in the approval letter.
- It is the responsibility of the contractor to keep the site neat, tidy and be made safe at all times and to provide barricades and fence off the work area to make it safe and prevent access by any unauthorised people and to carry a safe work method statement for the approved works when on cemetery grounds.
- The contractor/worker must not allow access ways to be obstructed by materials, tools, plant etc.
- All debris, rubbish, materials, tools etc. must be removed from the immediate site and the cemetery memorial gardens at the end of each working shift.
- Allotments and monuments older than 50 years are subject to the Heritage Act 1977 (NSW) and The Burra Charter. It is the responsibility of the applicant/grantee and contracted monumental mason to ensure that the proposed work is consistent with the requirements of the Act, Regulation and expectations of the Council. Proposed work is further subject to any Council cemetery plans of management, policies, requirements, cemetery regulations, etc.
- Application fees are payable to Council. Correct fees must accompany every application. Payment of fees does not constitute a permit to work. Fees are paid for the consideration and assessment of the application. Fees are not refundable if the application is rejected.
- Special conditions apply for work affecting existing monuments. Please check with Cemetery administration before making your application.
- All debris, rubbish, materials, tools etc. must be removed from the site and the cemetery at the end of each working shift.
- All work must cease when a funeral or memorial service is in progress

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MONUMENTAL MASON (CONTRACTORS) DECLARATION

By signing and lodging this application, I agree to the above minimum standards for work in cemeteries and all other conditions;

Monumental Mason Contractor signature: _____ Dated: _____

Company Name and Address: _____

Date of my approval to work as a contractor with Murray River Council: ____/____/____

Registration Reference: _____

Submit this completed application WITH applicable fees and drawings to Murray River Council:
PO Box 906 Moama NSW 2731

Ph: 1300 087 004

Email: admin@murrayriver.nsw.gov.au

Application assessment may take several working days from time of submission.