



FORM (C)

APPLICATION FOR PERMIT TO PERFORM MONUMENT WORK IN A CEMETERY

(All work to meet or exceed AS4204-1994, the cemetery rules / regulations and Waverley Cemetery Plan of Management)

Applicants Full Name:			
Applicants Residential Address:			
Telephone Number:		Email:	
Legal Grantees Name:			
Legal Grantees Address:			
Name of recent Deceased:			
CEMETERY:			
Allotment(s) No.:			
Section & Portion:			
Right of Burial / licence No.:			
Description of Proposed Work:	Please attach drawings (CAD, etc) detailing the work. Be sure to include specifications for the monuments foundations and piers (where applicable)		
Material to be used for each component of the work:			
What is the calculated weight of the monument? (excluding foundations)			
Proposed Inscription:	Please attach a proof of the wording font and layout.		
Name, address & contact details of Monumental Mason:			
<i>If not an approved Monumental Mason, who will carry out the work and what relative skills do they possess to successfully complete the work? Evidence of recent work.</i>			
<p>Declaration</p> <p>I hereby certify that I am the Legal Grantee for the above mentioned allotment(s) / I have written authority from the Legal Grantee to apply on their behalf for the proposed works (document attached) / I wish to make this application upon the attached indemnity form with supporting evidence. <i>(Strike out where not applicable)</i></p> <p>Signature: _____ Dated: _____</p> <p style="text-align: center;"><i>(Applicant / Grantee)</i></p>			
Signature: _____			
<i>(Monumental Mason / Contractor)</i>			

Minimum Standard for Work in Cemeteries includes but is not limited to;

- *The work is limited to the Right / license held by the Legal Grantee.*
- *Workers compensation and Public Liability are mandatory for all applications. A certificate of currency must be produced with each application all applications must comply with the Waverley Council 'Transfer of Insurance Risks to Contractors' document.*
- *When excavating for any work strict compliance with the confined space regulations is required.*
- *The contractor will comply with the requirements of the NSW Work Cover Authority and the NSW OH&S Act 2000.*
- *The contractor is required to ensure compliance with any OH&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.*
- *All work must meet or exceed Australian Standard AS4204 'Headstones & Cemetery Monuments'.*
- *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 the rights 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 permit.*
- *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 to any unauthorised people and to carry a work method statement 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 site and the cemetery or memorial gardens at the end of each working shift.*
- *Graves and monuments older than 50 years may be subject to the Heritage Act. It is the responsibility of the applicant/grantee and mason to ensure that the proposed work is consistent with the requirements of the Act. Proposed work is also subject to the Waverley Cemetery Plan of Management document and the cemetery regulations.*
- *Application fees are payable to either Waverley Cemetery or South Head General Cemetery. The fees must accompany this 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 to lawn cemetery areas. Please check with the cemetery administration before making your application.*
- *All debris, rubbish, materials, tools etc. must be removed from the site and the cemetery or memorial gardens at the end of each working shift.*
- *All work must cease when a funeral is in progress*

I agree to the above minimum standards for work in cemeteries and conditions;

.....FOLD HERE.....

Signature:.....Dated:.....
(Monumental Mason/Contractor)

Address:.....

APPLICATION FOR A PERMIT FOR MONUMENTAL WORK	
THE WAVERLEY CEMETERY (including The South Head General Cemetery) (ABN 12 502 583 608)	
Cemetery Office: St Thomas Street BRONTE NSW 2024	
PH: (02) 9665 4938	FAX: (02) 96654785
W: www.waverleycemetery.com.au	E-mail: Cemetery@waverley.nsw.gov.au