



# APPLICATION FOR INSTALLATION OF PLAQUE / HEADSTONE

The Chief Executive Officer  
Bulloo Shire Council  
PO Box 46  
THARGOMINDAH QLD 4492

I hereby make application to Install Memorial Plaque/Headstone at ..... Cemetery, in accordance with the undermentioned particulars.

### Stonemason/Applicants Detials:

Name: .....  
Postal Address: .....  
Phone: .....  
Email: .....  
Qualifications: .....

### Client Detials:

Name: .....  
Postal Address: .....  
Phone: .....  
Relationship to the deceased: .....

### Gravesite Detials:

Deceased Name: .....  
Date of Death: .....  
Plot/Section/Grave Number: .....

### Memorial Plaque/Headstone Details

New Monument:  Yes  No  
Existing Monument – Additional inscription:  Yes  No

1. Details of Epitaph of Inscription (attach separate sheet if insufficient space available)

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.....  
.....  
.....

2. Submitted drawing/s outlining details of headstone including dimensions of the proposed memorial plaque/headstone.  Yes  No



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3. Details of the timing of the erection and installation of the memorial.

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.....  
.....

**Bulloo Shire Council Local Law No 7 specifies the following conditions for the installation of memorial structures and plaques.**

**Erection of memorials and structures (Local Law No. 7, s21)**

- 5. For the purposes of section 21 of the local law -
  - (1) In relation to memorial tablets, plaques and other structures within a lawn cemetery, the only memorial permitted is a plaque of adequate dimensions to enable it to be laid flush with the concrete base (installed by the local government) above the memorial site.
  - (2) In relation to memorial tablets, plaques and other structures within a lawn cemetery, the dimensions of plaques must not exceed 54 centimetres x 28 centimetres.
  - (3) Railings, fences or barriers must not exceed 1.5 metres in height.
  - (4) In relation to memorial tablets, plaques and other structures within a cemetery (other than a lawn cemetery), such items:-
    - (a) must not exceed 2 metres in height; and
    - (b) must not exceed the dimensions of the grave site.

**Columbariums, mausoleums or vaults (Local Law No. 7, s22(2)(b))**

- 7. For the purposes of section 22(2)(b) of the local law, the requirements for the placement of ashes in a columbarium, mausoleum or vault are -
  - (3) The dimensions of an inscription plate must not exceed 14 centimetres x 12.5 centimetres (single plate) or 37 centimetres x 12.5 centimetres (double plate).

Signature of Applicant/Stonemason: ..... Date: / /

**Note: The personal information collected on this form relates to a deceased and details of their next of kin and/or their representative/s. This information will only be used in Council’s cemetery database whereby the information collected will only be used by authorised Council officers or other persons authorised by Council or legislation.**