

CEMETERY ORDER FORM – SINGLE PLAQUE

PO Box 485
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P. 1300 176 077
E. admin@griffith.nsw.gov.au



Date: _____

Order No: _____

G/L No : 052603.129

Plaque Size: 381mm x 279mm

CEMETERY						EXTRAS	
<input type="checkbox"/> Griffith <input type="checkbox"/> Yenda							
<input type="checkbox"/> Latin Cross 	<input type="checkbox"/> Celtic Cross 	<input type="checkbox"/> Uniting Church 	<input type="checkbox"/> AIF 	<input type="checkbox"/> RAAF 	<input type="checkbox"/> RAN 	Photos <input type="checkbox"/> Through Council \$ _____ <input type="checkbox"/> Leave Space for Photo photo through <u>Funeral Director</u> <input type="checkbox"/> Leave Space for Photo through Council ROB motif required \$ _____ <input type="checkbox"/> No Photos	
<small>*FREE OF CHARGE</small>						<input type="checkbox"/> Motif _____ <input type="checkbox"/> Extra Line \$ _____/line	
Special Instructions:							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							LOCATION

Next of Kin: _____

Address: _____

Phone: _____ Email: _____

Signature: _____

OFFICE USE ONLY: "RECEIPT TO BE ENTERED AGAINST BURIAL REGISTER"

Date: _____ Amount Paid: _____ Receipt # _____

Date Rec'd: _____ OK Yes/No Initials: _____

Notes: _____

NOTE: Council is under no obligation to maintain or replace the plaque should it be damaged or removed.



CHECKLIST

If there is a cross plus a frame - an additional charge is payable (as per current Revenue Policy)

*In your plaque fees there has been one cross **OR** one frame included - If you require one of each an additional charge is payable*

	Yes	No
• Would you like a photo	<input type="checkbox"/>	<input type="checkbox"/>
• Would you like a raised oval border (as per samples on board)	<input type="checkbox"/>	<input type="checkbox"/>
• Would you like a motif (extra charge applicable)	<input type="checkbox"/>	<input type="checkbox"/>
• Next of Kin checked and noted from Authority	<input type="checkbox"/>	<input type="checkbox"/>
• Location checked and noted from Authority	<input type="checkbox"/>	<input type="checkbox"/>
• Is a Service Badge Required (application "Request for Permission to use the Service Badge" is required)	<input type="checkbox"/>	<input type="checkbox"/>
• 8 lines are included in the funeral costs additional lines are additional fees (43 characters including spaces only per line (Lawn Section only)	<input type="checkbox"/>	<input type="checkbox"/>
• Rose Garden, Niche Wall, Tree Shrubs & Rockery are all 5 line plaques (23 characters and spaces only)	<input type="checkbox"/>	<input type="checkbox"/>

Customer Signature

CSO Signature

Dated

PHOTOS

Council arranging

Frame is to stay and Phoenix Foundry or Arrow arranges this and is sent to Italy and takes approximately 9 weeks

Milling of plaque

The photo is embedded into the plaque so that it is flush with the plaque- an additional charge is required as per the Revenue policy

Funeral Director arranging

Frame is to be removed and the funeral director places it on the plaque once the plaque is placed at the cemetery.