



Application to Erect a Monument or Headstone

Please email to – burials@fnhc.govt.nz Or fax to Cemetery Administrator, FNDC, 09-401 0987

I hereby apply for permission to erect, in accordance with Burial and Cremation Act 1964, a monument or headstone on cemetery

Cemetery: _____

Plot Number: _____ Row: _____ Block: _____ Section: _____

In respect of the late (Full Name) _____

Applicants Details

First Name: _____ Second Name: _____

Surname: _____ Phone: _____

Postal Address: _____

The Applicant must provide proof of ownership of plot. For example, Copy of receipt of payment for the plot to Council or Funeral Director.

Monument Details

Sketch of proposed monument and measurements (in perspective)

[Empty box for sketch of proposed monument and measurements]

Proposed Inscription

[Seven horizontal lines for proposed inscription]

Are you / your company a member of the New Zealand Master Monumental Masons Association? _____

If No, please provide a detailed description of your installation method and products (including brand names where applicable) that you will be using.

Important: This application must be approved before work commences and available upon request.

Application Approved – (Office use only)

Name and address of person undertaking work: _____

Name and address of person for whom work is undertaken: _____

ISSUED under the Authority of the Council on this

Authorised Council Officer

Memorial headstone dimensions

Approved materials

Any combination of solid granite, granite or bronze plaques, concrete – either plastered or tiled with ceramic or granite tiles.

Installation

All installations are to be carried out by a registered monumental mason or a competent tradesperson as authorized by the Cemetery Manager and must comply with the Burial & Cremation Act 1964 and the following criteria

Photo of Headstone

Council is always updating the information available on the website - www.fndc.govt.nz

When future upgrades of public records available online are put in place, will you allow a photo of the headstone to be available for public viewing in the Cemetery Records Search. YES NO

Lawn Cemetery	All memorials must face the front and be 150mm (or more) in from the front and back edge of the concrete berm
Base	1000mm wide x 500mm deep x 150mm high. Flower holder(s) optional, must be recessed into or attached to top of base
Upright headstone	1000mm wide x 1500mm high x 250mm deep
Total Maximum height	1500mm

Ash Berm - cremation	All memorials must face the front and be 150mm (or more) in from the front and back edge of the concrete berm
Base	850mm wide x 400mm deep x 100mm high. Flower holder(s) optional, must be recessed into or attached to top of base
Recumbent Desk	(Wedge design) 850mm wide x 400mm deep x 150mm high
Upright headstone	850mm wide x 400mm deep x 750mm high
Total Maximum height	750mm