Application for Permit to Perform Monument Work (Form C) All forms that are incomplete will be returned for completion

Important Information

All work to meet or exceed AS4204, AS4425, the cemetery rules / regulations and relevant plans

Applicant Details

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Given name(s)

Surname

Postal address

Suburb	Postcode

Phone ☐ (W) ☐ (H)   Mobile

Email address

Further Details

Licence Holders Name

Licence Holders Address

Name of Deceased	Date of Death

Cemetery and Allotment Details

Cemetery Location

Section	Division/Row

Allotment Number

Details of Monument Works within a Cemetery/Monumental Mason

Description of Proposed Work:	Please attach drawings (CAD, etc) detailing the work and dimensions. Be sure to include specifications for the monuments footings and piers (where applicable).
Material to be used for <u>each</u> component of the work:	
What is the calculated weight of the monument? (excluding foundations)	
Proposed Inscription:	Please attach a clear proof of all wording, motifs, images, fonts, and layout.
Name, address & contact details of Contractor Monumental Mason:	
Proposed start and completion dates:	
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:	

Applicants Declaration (tick applicable)

☐   I hereby certify that I am the Licence Holder for the above mentioned allotment(s) or

☐   I have written authority from the Licence Holder to apply on their behalf for the proposed works (authorisation attached) or

☐   I wish to make this application upon the attached indemnity request with supporting evidence.

Applicant / Licence Holder signature: _____   Date: _____

Monumental Mason/Contractor signature: _____   Date: _____

Cemetery Minimum Standard for Work

- The work is limited to the Right / License held by the Licence Holder.
- Workers compensation and Public Liability are mandatory for all applications. A certificate of currency must be produced with each application and all applications must comply with Redland City Council requirements from time to time.
- When excavating for any work strict compliance with the confined space regulations is required.
- The contractor will comply with the requirements of the Redland City Council Work Cover requirements and the Worksafe Queensland regulations.
- The contractor is required to ensure compliance with all Workplace Health and Safety (WH&S) requirements. A key requirement is that any contractor, as well as their employees, workers, agents, and sub-contractors engaged to perform works or services on council sites, must achieve and maintain accreditation with Conserve TM and complete the online contractor induction. Failure to comply with these requirements will be regarded by Council as a breach of permit conditions, and the contractor will be held responsible for any non-compliance.
- All work must meet or exceed Australian Standards AS4204, AS4425. 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.
- Allotments and monuments older than 50 years may be subject to the QLD Heritage Act 1992, the QLD Heritage Regulation 2015 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 and are not refundable if the application is rejected.
- Special conditions apply to lawn cemetery areas. Please check with Cemetery & Interment Services administration before making your application.
- All debris, rubbish, materials, tools etc. must be removed from the work site and the cemetery grounds at the end of each working shift.
- All work must cease when a funeral or memorial service is in progress.

Monumental Mason/Contractors Declaration

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

Monumental Mason/Contractor signature: _____   Dated: _____

Company Name and Address: _____

Cemetery and Interment Services
Redland City Council
ABN 86 058 929 428
Crn Bloomfield & Middle Streets, Cleveland QLD 4163
Phone: 07 3829 8570
Email: Cemetery@redland.qld.gov.au
Website: www.redland.qld.gov.au

Office Use Only

Amount: $	Date:	Receipt Number:	Application Number:	Site ID: