



SPECIAL MEMORIAL AUTHORITY CONDITIONS

CLEANING

Right Holders are responsible for identifying the material composition of the headstone and ensuring the use of appropriate cleaning methods.

Power tools are strictly prohibited; only manual cleaning techniques are permitted.

Any cleaning outside of gentle soap/water/cloth/soft bristle brush will need to be done by a Monumental Mason.

MONUMENT INSTALLATION/RECTIFICATION

This Authority does not constitute approval for proposed works. It authorises the applicant to proceed with lodging a [Headstone or Memorial Application](#) for an unleased site.

This form must be approved prior to any work commencing.

All installation or rectification works must be undertaken by a Monumental Mason approved by the Copper Coast Council.

All works must comply with:

- *Australian Standard AS4204-2019*
- The plans and specifications submitted
- The rules, regulations, and directions of the Copper Coast Council and its Authorised Officers.

INSPECTION

Council must be notified before works commence. Council may inspect works to ensure compliance with AS4204-2019 and the Work Health and Safety Act 2012. Works may be suspended if conditions are not met. The applicant/contractor is responsible for any damage to adjoining plots, pathways, lawn, irrigation, etc.

Permitted working hours are Monday to Friday 8.00am to 5.00pm.

FEES

There is no cost to lodge this form. The only costs incurred will be through a Monumental Mason.

DECLARATION			
☐ I confirm I am the Right Holder, or I have written authority from the Right Holder to submit this application.			
☐ I warrant that all information provided in this application is true and correct and hereby consent to the works described being undertaken.			
☐ I acknowledge and agree that the Copper Coast Council (CCC) accepts no responsibility for any claim, action, liability, loss, damage, or expense associated with the monument, its condition, repair, damage, or removal at any time following installation. I indemnify and hold harmless the CCC against any such matters.			
SIGNATURE		DATE	

OFFICE USE ONLY			
AUTHORISED OFFICER		APPROVAL DATE	
CEMETERY REGISTER ENTRY NO(S)			

This Authority is valid for 12 months from the date of issue. After this time, the applicant will need to re apply.