

BURIAL INSTRUCTIONS		
Family Contact Person	Telephone Number	Email
Description	Surname	Given Names
Full Name of Deceased		
Date of Birth		
Date of Death		
Funeral Director Name:		
Contact Name and Telephone No.		
Day / Date of Burial		
Time of Burial		
PLOT DETAILS		
Cemetery Location		
Section		
Plot No.		
Size of Coffin/Casket (mms)	L	
	W	
	D	
<u>Any Special Instructions</u> Oversize plot, Reopening etc. Shire Marquee / Chairs set up? Are a set of shovels required?		
Are Further Reservations Required for this plot?		
Name:		
Current Age:		
Note: Plot details <u>must</u> be verified by Administration and Cemetery Staff prior to finalising details back to Funeral Director / Family <u>and</u> prior to setting and digging commences.		
OFFICE USE		
Death Certificate Received		
- Date		
- Signature		
Details Confirmed by Cemetery Officer		
Map of Plot Attached		
Records and Register Updated		
Signed, Cemetery Officer		
Date		