

A Guide For Installing Memorials, Headstones or Plaques

The Marlborough District Council administers and manages cemeteries under the terms and provisions of the Marlborough District Council Bylaws 2002, Council Policy, and the Burial and Cremation Act 1964.

Memorials - Headstones or Plaques

The concrete beam adjacent to any burial or cremation plot, or the allocated garden space for a cremation, is available for the instalment of a memorial.

The provision and maintenance of a memorial remains with the family or the purchaser of the plot.

Council staff must approve any plan to install a memorial that is not carried out by a registered Monumental Mason.

Guidelines for memorial installation are:

- No upright memorial shall stand higher than 1200mm or wider than 1000mm in Memorial Cemeteries, or wider than 800mm in Ashes Memorial Gardens.
- Any memorial, or its base, shall be set back 150mm from the front and back of the concrete beam. This area is a designated mowing strip.
- No inclined memorial in Fairhall Lawn Cemetery shall stand higher than 400mm or wider than 1000mm.
- All materials used in the construction or instalment of a memorial must be approved prior to instalment.

A small plastic plaque, bearing the name of the interred, is permitted until the installation of a memorial headstone or permanent plaque. Contact the Council or funeral directors for details.

White wooden crosses are not permitted.

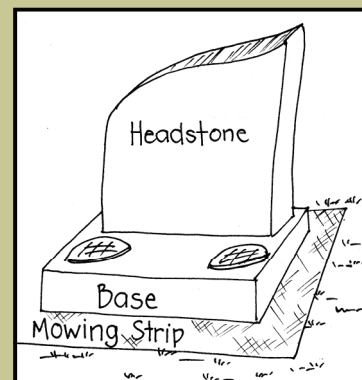
Adornments

You may place tributes on a plot for up to five days after an interment. Following this adornments are not permitted on the mowing strip or grassed areas.

Flower receptacles can be incorporated into the headstone base. No glass, pottery, or other breakable items are to be placed on the headstone, its base, the beam or the lawn area.

Cemetery staff may remove any unsafe, prohibited or deteriorating adornments. This may include unapproved plants, pots, vases or jars, ornaments, statues or dead flowers.

We request your assistance to observe the above regulations and support the Council in providing quality opportunities for the commemoration of loved ones.



Further Information

For more detailed information please contact our Customer Service Officers.

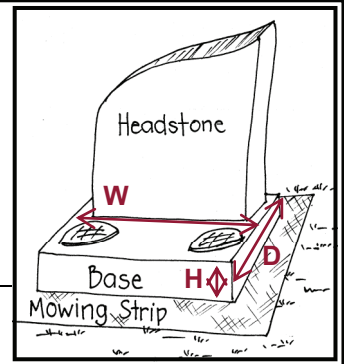
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Cemetery Memorial Warrant



Name of person completing this form: _____

RSA Service Plaque: Please fill in only section 1.

1. Deceased details:

Name: _____ Date of death: ____/____/____

Cemetery: _____ Division: _____

Block/Row: _____ Plot: _____

Burial Ashes Memorial/Plaque only

2. Base and Memorial

Base Material: _____

Dimensions: Height _____ Width _____ Depth _____

Memorial Material: _____

Dimensions: Height _____ Width _____ Depth _____

Method of securing memorial to base: _____

Please present plan for Council viewing.

4. Contact details of person to install memorial

Name: _____ Phone Number: _____

Date to be installed: ____/____/____

5. Contact details of person to maintain the memorial

Name: _____ Phone number: _____

Address: _____

Signature: _____ Date: ____/____/____

(Must be signed by person to maintain memorial)

Office use only:

7. Fees Amount: _____

Paid: _____

Date: ____/____/____

Reference No: _____

8. Plan Viewed: ____/____/____

Int: _____

9. Photo Date: ____/____/____

File: _____

10. File _____

I.W: _____