

# Application to Erect a Headstone or Monument



For headstone installation, repairs in accordance with Gisborne District Council's Cemeteries and Crematoria Bylaw.

## ! Important information

This application must be submitted and approved by Gisborne District Council prior to erection.  
You need the Certificate of Title to Plot to erect a headstone or monument.

## 1. Details of deceased person

Family name:

First name(s):

(Legal names as appear on the Death Certificate)

Date of death:

## 2. Plot information

Cemetery:	Taruheru	Rakauroa	Te Araroa	Patutahi	Tolaga Bay
	Te Puia	Ruatoria	Motu	Tokomaru Bay	Ormond

Plot location block:

Plot:

Certificate of Title to Plot number:

Type of plot:      Casket      Ashes

## 3. Details of proposed headstones

Date of installation:

Materials to be used:

Colour:

Dimensions (mm):    Height:

Width:

Depth:

Inscription (use separate page if you require more space details of photos, logos and design):

## 4. Applicant details (person applying for headstone)

Agent:

(Stone Mason or Funeral Director)

Name of applicant:

Address:

Phone (day):

Mobile:

Email:

Signature:

Date:

### Privacy statement

The information provided on this form will be used to ensure headstones comply with the Council's cemetery bylaw and that accurate records are maintained for the future. Staff have direct access to this information. In appropriate circumstances, this information may be shared with those seeking detail/locations of deceased relatives and their descendants. The information requested is required under the Burial and Cremation Act 1964 and associated Council bylaws. Under the Privacy Act 2020, you have the right of access to personal information about you held by the Gisborne District Council and you are entitled to request information about you to be corrected.

The Stone Mason or Funeral Director confirm they have permission from the authorised person (the certificate of title holder) to undertake this application to erect a headstone.

### Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate of Gisborne District Council, its contributors, directors, officers, employees, to you and anyone claiming by, through, or under you for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the purchase of a burial plot or this Agreement from any cause or causes, including but not limited to negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the cost of your burial plot.

This disclaimer of liability applies to any damages or injury, whether based on alleged breach of contract, tortious behavior, negligence or any other cause of action, including but not limited to damages or injuries caused by any failure of performance, error, omission, interruption, deletion, defect, delay in operation or transmission, computer virus, communication line failure, and/or theft, destruction or unauthorized access to, alteration of, or use of any record.

### Indemnity

The authorised party above agrees to defend, indemnify, and hold harmless, Gisborne District Council, its contributors and their respective directors, officers, employees, and agents from and against all claims and expenses, including legal fees, arising out of the provision and use of the information by the authorised party or on the authorised party's account and will be responsible for the direct and indirect costs to the Gisborne District Council for failure to comply with the Gisborne District Council's cemetery bylaw.

If the authorised party finds any errors or omissions, we encourage the user to report them to Gisborne District Council as a matter of urgency.

### Cemeteries Office

Email: [cemeteries@gdc.govt.nz](mailto:cemeteries@gdc.govt.nz)

Telephone (06) 868 5368

### Office use only

Date:

Approved by: