



## ***St Stephen's Tamahere Cemetery***

All permits and permissions to be obtained from the St Stephen's Tamahere Cemetery Committee via the Church Office, email: [office@ststephenstamahere.org.nz](mailto:office@ststephenstamahere.org.nz) (application form attached)

### **Ashes and Graves area**

Criteria for purchase of burial or ashes plots: Must have been on the Parish roll for a period of 10 years as an active member during this time.

Ashes of family members regardless of parish roll status may be interred into existing graves and/or plaques installed providing the appropriate permits have been sought from the Cemetery Committee via the Church office.

Graves may be double depth for a future additional burial.

Any alteration to graves or ashes plots MUST NOT be undertaken until a permit is approved and purchased. This permit must be provided to the monumental mason when a head stone on a grave or ashes berm is altered or commissioned for installation.

#### **Fees:**

Plot for grave and permit to bury \$ 1,000 incl GST

Permit for subsequent interment in double depth grave \$ 500 incl GST

Ashes berm plot and plaque permit (Airport Road end) \$ 500 incl GST

Permit to inter ashes and install plaque on existing structure in cemetery (and/or update headstone) \$ 500 incl GST

Permit to install plaque on existing structure in cemetery, gravesite or ashes berm (and/or reinstatement of updated headstone/ashes berm plaque) \$ 300 incl GST

#### **NB:**

No fees apply if changes to a headstone or plaque are related to maintenance and upkeep. However, a permit for said work must still be obtained.

All digging for interment (grave or ashes berm) is not included in the above fees.

All costs associated with headstone or plaque placement are not included in the above fees.

***Ashes berm plaques are to be no larger than 300mm x 200mm***

### **Dingle Memorial Berm**

Criteria for the memorial berm: person to be memorialized must have a stated and recognized connection to the Tamahere area and/or St Stephen's Church. Permission of this accepted status must be granted by the Cemetery Committee and permit provided to the monumental mason prior to plaque placement.

***Memorial berm plaque dimensions are to be a standard size of 200mm x 120mm.***

#### **Fee:**

Permit to install plaque on Dingle Memorial Berm (no ashes permitted) \$ 500 incl GST

*Dated February 2024*



**St Stephen's Tamahere Cemetery—PERMIT APPLICATION**

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**Payment to St Stephen's Cemetery Committee Westpac 03-1559-0008948-01 using surname as reference. GST Reg No: 74952720**

**FULL NAME OF APPLICANT.....**

**If different from applicant:**

**FULL NAME OF PERSON PLOT/ASHES/PLAQUE( circle one) IS FOR and date of death (if applicable)**

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**APPLICANT PHONE.....**

**APPLICANT EMAIL.....**

**APPLICANT ADDRESS.....**

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**(If relevant)**

**NAME & ROW/PLOT NUMBER OF FOREBEAR ASHES/PLAQUE/BURIAL WILL INVOLVE**

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**PROOF OF ELIGIBILITY SUPPLIED YES/NO**

**DATE OF SUBMISSION.....**

**MONUMENTAL MASON NAME & PHONE .....**

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**FOR CEMETERY COMMITTEE/ST STEPHEN'S ADMINISTRATOR USE ONLY**

**ELIGIBILITY APPROVED BY.....**

**PLOT/ASHES BERM/MEMORIAL BERM (circle one) NUMBER.....**

**DATE APPROVED..... AMOUNT TO PAY.....**

**INVOICE NUMBER.....**

*Dated February 2024*