

Dedication Seat Information Sheet

A dedication seat is a perpetual memorial which features a personalised plaque. Please note that it may be possible to have more than one plaque installed on the seat. The option of an additional plaque would need to be discussed with Canberra Cemeteries and additional costs would be applicable. There are two options for purchasing a dedication seat. You can purchase an existing seat that is already installed within the cemetery grounds or you can purchase a new seat and have it installed in your preferred location within the cemetery grounds. The preferred position site will need to be assessed and approved by Canberra Cemeteries.

A Dedication Seat will be maintained by Canberra Cemeteries and be refurbished or replaced as required.

Upon purchasing a dedication seat, the following documentation will be sent to the Exclusive Rights Holder of the Allotment (ERH)*. This usually takes no more than 2 weeks and will include the plaque application form and supporting plaque information.

Once the above mentioned documentation has been received, the ERH will need to complete the plaque application form and return it to Canberra Cemeteries for processing. This can be done via the post, an email or a fax.

A plaque proof will be produced and sent to the ERH for review. The plaque proof will need to be approved and returned to Canberra Cemeteries before the plaque can be ordered. The approximate timeframe for delivery and installation is 4-6 weeks from the day the plaque is ordered. The ERH will be notified after the plaque has been installed.

**The Exclusive Rights Holder of the Allotment is the person who completes the Application for Exclusive Right of Allotment form prior to the burial occurring or at the time of the allotment purchase. They become the sole authority on any future matters regarding the allotment, including burials and memorialization.*

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