

### Headstone Allotment

Available at Gungahlin, Woden and Hall, a headstone allotment is a grave which has a monumental memorial covering the grave.

**Fees:** The applicable fee includes: an allotment fee; the first burial; a one-off maintenance fee (in perpetuity); and a memorial permit application fee. The cost of the headstone is not included in the allotment fee.

Graves are dug to double depth to allow for two burials. Most graves can be dug to triple depth if required for an extra depth fee.

**Process:** Prior to an interment taking place, Canberra Cemeteries requires the completed Application for Exclusive Right of Allotment form and a copy of the Death Certificate. Interments can take place 7 days of the week.

Please contact your preferred Funeral Director.

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Post burial documentation will be sent to the Exclusive Rights Holder (ERH)\* of the Allotment a short time after the burial. This usually takes no more than 3 weeks and will include a covering letter, the memorial permit application form, a list of local stonemasons and information on the construction of monuments. A Certificate of Exclusive Right of Allotment is issued upon purchase of an allotment.



To initiate the construction of the headstone, the Exclusive Rights Holder (ERH)\* will need to complete the memorial permit application form with their chosen stonemason, who will then return it to Canberra Cemeteries for processing. A memorial permit will be issued to the stonemason after the application has been approved. The approval process takes up to 2 weeks. Please see **Information Sheet:**

**Construction of Monuments** for more details.

If families have arranged temporary coverings of the grave with borders and pebbles, these will need to be removed by the family before cemeteries staff can perform required maintenance or topping up of the grave in the event of subsequent sinkage. It is

strongly recommended that a reasonable period be allowed for the grave to settle before placing such coverings.

Once a monument is constructed subsequent burials will require the removal of the ledger, incurring a fee

Cleaning and maintenance of the monument is the responsibility of the family. Canberra Cemeteries is responsible for the maintenance of the grounds only.

Canberra Cemeteries will not be responsible for any personal, valuable or sentimental items that are placed on the grave.

\*The Exclusive Rights Holder of the Allotment is the person(s) 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 memorialisation.

**Office**

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