Application for Burial

For all Cemetery Enquiries: Ph 03 419 0200 or 0800 801 350 E: help.desk@cluthadc.govt.nz
Contact: Neville Gardner - SouthRoads Ltd. Ph 03 418 4510 or 027 477 9189
E: neville.gardner@southroads.co.nz / liz.freeman@southroads.co.nz

Clutha District Council

Cemetery _____

Date of Interment ____/____/20____ Graveside arrival time: _____

Full name of deceased _____

Last Known Address _____

Date of Death ____/____/____ Age _____ Birthplace _____

Please circle the applicable option below

Grave type: New Casket Plot New Ash Plot Existing Plot RSA Reserved Plot

Plot no. _____ **Block** _____

If existing plot please fill in the below

Full name of current occupier _____

Date of last interment _____

Name of person giving authority to open _____

Relationship to the Deceased: _____

(Being the agent authorised to act on behalf of the deceased hereby authorise the Clutha District Council to arrange the burial of the above-named deceased)

Signature: _____ **Date:** _____

Funeral Director: _____ **Email:** _____

Invoicing Details & Burial Charges

Name _____

Address _____

Post code _____ Phone _____ Email address _____

In respect of the burial of _____

I _____ (name in full)

hereby agree to accept responsibility for payment of charges to Clutha District Council. I further agree that no headstones will be erected on the grave until the charges have been paid in full.

Signature: _____

Date _____ /_____/20_____ (Signature of person accepting liability)

OFFICE USE ONLY			
Date Received:		Fees	
Plot Book Checked:		Burial Type	Casket/Ashes
Interment Completed:		Warrant Number	
Register Updated		Customer Number	

Updated August 2026

CONTRACTOR USE	Ashes urn size: Length (mm) _____ Width (mm) _____ Height (mm) _____ Casket size: Length (mm) _____ Width (mm) _____ Height (mm) _____ **Note: Please ensure caskets have been measured accurately and include handles in the width.** Cultural requirements: _____ Straps and bearers required: YES NO Family to fill in grave: YES NO

PRIVACY STATEMENT

The information provided on this form will be used to ensure burials occur in the correct plots and that accurate records are maintained for the future. Staff and contractors have 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 Clutha District Council and you are entitled to request information about you to be corrected.