

Family Estate for Ashes Interments Allotment Information Sheet

A family estate allotment is a pair of small lawn graves which comprise memorials by way of a small headstone (vertical only) or a plaque installed on the concrete beam at the head of the grave in front of the central garden. Family Estate allotments can only be purchased in pairs. Each pair of allotments is one of four allotment pairs that surround the central garden. Family are permitted to have small plantings in their side of the garden that fronts their pair of allotments.

The cost of the headstone and or the plaque is not included in the allotment purchase price. The purchase price includes the two allotments, the first ashes interment in each of the allotments, a one off maintenance fee (in perpetuity) per allotment and two memorial permit application fees.

Prior to an ashes interment taking place, Canberra Cemeteries requires the completed Application for Exclusive Right of Allotment form, a copy of the cremation certificate. Ashes interments can take place 7 days of the week. The family can choose to inter the ashes on a weekend and this is permitted, provided they are willing to bring a small spade to backfill the opening after they have placed the ashes. If required, a staff member may be available to assist with placement of ashes for bookings between 9.00am and 3.30pm on weekdays. If the family does not want to be present during the ashes interment, Canberra Cemeteries will do the interment on their behalf and notify the family afterwards.

To initiate the construction of the headstone, the Exclusive Rights Holder (ERH)* will need to complete the memorial permit application form with the chosen stonemason, who will then return it to Canberra Cemeteries for processing. The memorial permit will be issued to the stonemason after the application has been approved. The approval process takes no more than 2 weeks. Canberra Cemeteries requires the headstone to be erected within 2 years of the first burial occurring. It is strongly encouraged that the headstone construction be done as soon as possible after the burial occurs. Please note that in the interim period between the burial and the headstone being installed, a temporary grave marker will be provided. White crosses are not permitted on the grave. Please note, there is no provision for a vase in a family estate allotment. If the family wishes to make provision for flowers they will need to incorporate a vase in the headstone.

If the family decide on a plaque rather than a headstone for the grave, the ERH will need to contact Canberra Cemeteries to discuss plaque options and costings. The appropriate plaque application form and supporting information will then be given to the ERH to complete and return to Canberra Cemeteries for processing. This can be done via the post, an email or a fax. Please note that in the interim period between the burial and the plaque being installed, a temporary grave marker will be provided. 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.

Canberra Cemeteries will not be responsible for any personal, valuable or sentimental items that are placed on the grave. All cleaning and maintenance of the headstone is the responsibility of the family.

Available at Gungahlin.

**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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