

# Application for permit to perform monument works

## Purpose of this application form

This form should be completed by a monumental mason on behalf of a customer wishing to complete mason works. All works must comply with the conditions attached to this form.

☐ Waverley Cemetery

☐ South Head Cemetery

## Interment rights holder information

Given name/s: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Interment site number: \_\_\_\_\_

E.g. Waverley – Section 6 – Roman Catholic – Select – Allotment number 1245 = W-6-RC-SL-1245)

## Applicant information (if different from above)

Given name/s: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

## Monumental mason company information

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

## Proposed works details

Description summary of works proposed: \_\_\_\_\_

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WAVERLEY  
CEMETERIES

**Please attach the following detailed documents pertaining to works proposed:**

1. Photos of the site
2. CAD Drawings and monumental foundations and piers with dimensions
3. Material to be used for each component of the work
4. Calculated weight of the monument (excluding foundations)
5. Inscription wording, font size and layout

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please see next page for monumental mason / contractor declaration**



## WAVERLEY CEMETERIES

### Monumental mason / contractor declaration

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Minimum standard for work in Waverley and South Head General Cemeteries includes but is not limited to:

- All work to meet or exceed AS4204 – 2019, the Cemetery rules/regulations and Waverley Cemetery Conservation Plan of Management.
- Workers Compensation and Public Liability are mandatory for all applications. A certificate of currency must be produced with each application and all applications must comply with the Waverley Council 'Transfer of Insurance Risks to Contractors' document.
- When excavating for any work, strict compliance with the confined space regulations is required.
- The contractor is required to ensure compliance with any WH&S requirement. They will be held responsible by the Council for any non-compliance, and this will be regarded by Council as a breach of contract.
- The work shall not encroach onto adjoining sites – that is, it will be limited and contained within the site described in the permit.
- It is the responsibility of the contractor to keep the site neat, tidy and be made safe at all times; to provide barricades and fence off the work area, to make it safe and prevent access to any unauthorised people and to carry a work method statement when on cemetery grounds.
- The contractor/worker must not allow access ways to be obstructed by materials, tools, plant etc.
- All debris, rubbish, materials, tools etc. must be removed from the site at the end of each working shift.
- No work can commence until the completed application for a permit has been approved by the Cemetery and the application has been paid.
- Upon completion of work, photos of said work and the site must be provided to the Cemetery.

I agree to the above minimum standards for work in Waverley and South Head General Cemeteries:

Monumental mason / contractor signature: \_\_\_\_\_

Monumental mason / contractor name: \_\_\_\_\_ Date: \_\_\_\_\_



WAVERLEY COUNCIL

**Cemetery Office**

Monday to Friday 10am – 2pm  
St Thomas Street, Bronte NSW 2024

(02) 9083 8899

cemetery@waverley.nsw.gov.au  
waverley.nsw.gov.au/cemeteries