

SWAN HILL CEMETERY TRUST MEMORIALISATION POLICY

OVERVIEW

The purpose of this policy is to set the size, colour and style of the plaques and memorials that will be appropriate for all sections of the Swan Hill Memorial Park.

This will assist in maintaining the Swan Hill Memorial Park in an attractive, clean, tidy and hazard free environment.

THE OBJECTIVE

Swan Hill Cemetery Trust is focused on maintaining the safety of all visitors to Swan Hill Memorial Park.

The policy maintains respect and dignity for self and others and are focused on maintaining the aesthetics of Swan Hill Memorial Park.

PROCEDURE

Under s. 98 of the Act, prior to establishing or altering a monument or memorial, a person must apply to the Swan Hill Cemetery Trust for approval. Any application must be accompanied by the relevant cemetery trust fee.

The trust may withhold its permission if the intended work is considered to be inappropriate, unsafe or dangerous under s. 99 of the Act. The trust may wish to seek advice from a consulting engineer or other expert concerning structural aspects of the proposed work and whether it will comply with Australian Standard AS-4204 Headstones and cemetery monuments.

- Applications for permission to establish or alter a memorial must be submitted to the cemetery trust either by:
 - The stonemason on behalf of the client, or
 - The person/holder of the right of interment who is seeking to have the memorial established/altered
- All applications for permission to establish or alter a memorial must be accompanied by:
 - Payment of the relevant cemetery trust fee for the type of memorial to be established or altered
 - a plan/design of the proposed memorial
 - the written consent of the holder of the right of interment to establish or alter the memorial (if applicable).
- The cemetery trust will endeavour to either approve or refuse the application within 14 days. Applications may be refused if the proposed memorial is deemed to:
 - be unsafe, dangerous or not of a sufficiently permanent nature

- be incompatible with the trust's policy regarding the general nature and standard of surrounding memorials or the nature and character of the cemetery (these policies should be documented by the trust and be publicly available)
- not comply with the prescribed requirements, model rules, or the cemetery trust rules or for any reason the trust sees fit.

Under no circumstances are works to commence without written approval of acceptance of the application.

- If the cemetery trust refuses the application, there will be provision of a written notice of this decision to the applicant with supporting reasons.
- Once approval has been granted a time to erect the memorial needs to be booked with the trust secretary.
- The cemetery trust or a contractor engaged by the trust may inspect a memorial for compliance with the terms and conditions of the approval. The cemetery trust may require the removal of a memorial where these terms and conditions have not been complied with, or where the memorial has been established or altered without the trust's consent.

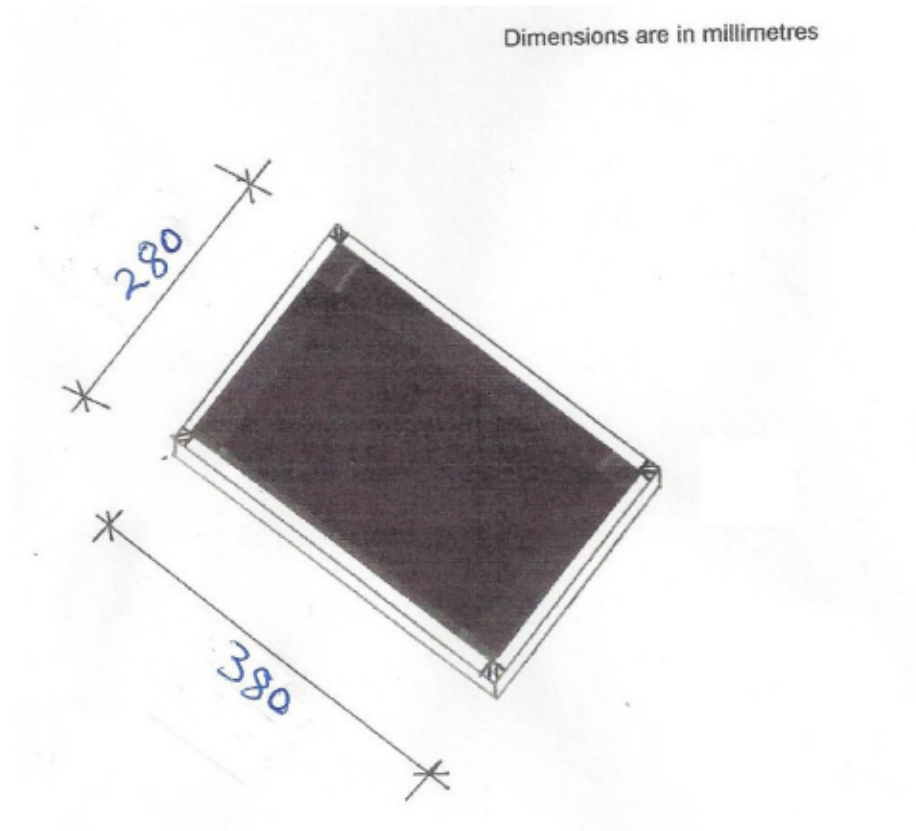
GENERAL MEMORIALISATION GUIDELINES APPLICABLE TO ALL AREAS

- Approved ornaments, vases that form part of a monument, headstone and base are permitted. They must be fixed to the monument.
- No individual monument shall cause offence or unfairly overwhelm adjacent areas with design, wording or other marks
- All memorials shall be kept in proper order and repair by the Right of Internment Holder or his or her representatives.

MEMORIALISATION GUIDELINES FOR LAWN GRAVES

LAWN A

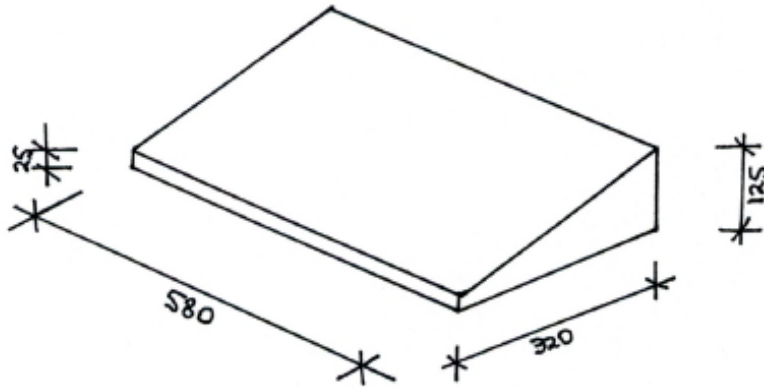
Single Standard Brown Bronze Plaque (380mm wide x 280mm Deep),
2 x Single Standard Brown Bronze Plaque (380mm wide x 280mm Deep), or
Double Standard Brown Bronze Plaque with Maximum size of 760mm wide x 280mm Deep



LAWN B

- Black Granite all polished or
- Black Granite with polished sloping face
- Other exposed surfaces rubbed
- Lettering – cut in white, relief or gold
- Fixed to concrete plinth

Dimensions are in millimetres



LAWN C & D

GRANITE HEADSTONES AND BASE DESIGNS:

Base: Maximum sizes 1140mm Wide
 260mm Deep
 105mm High

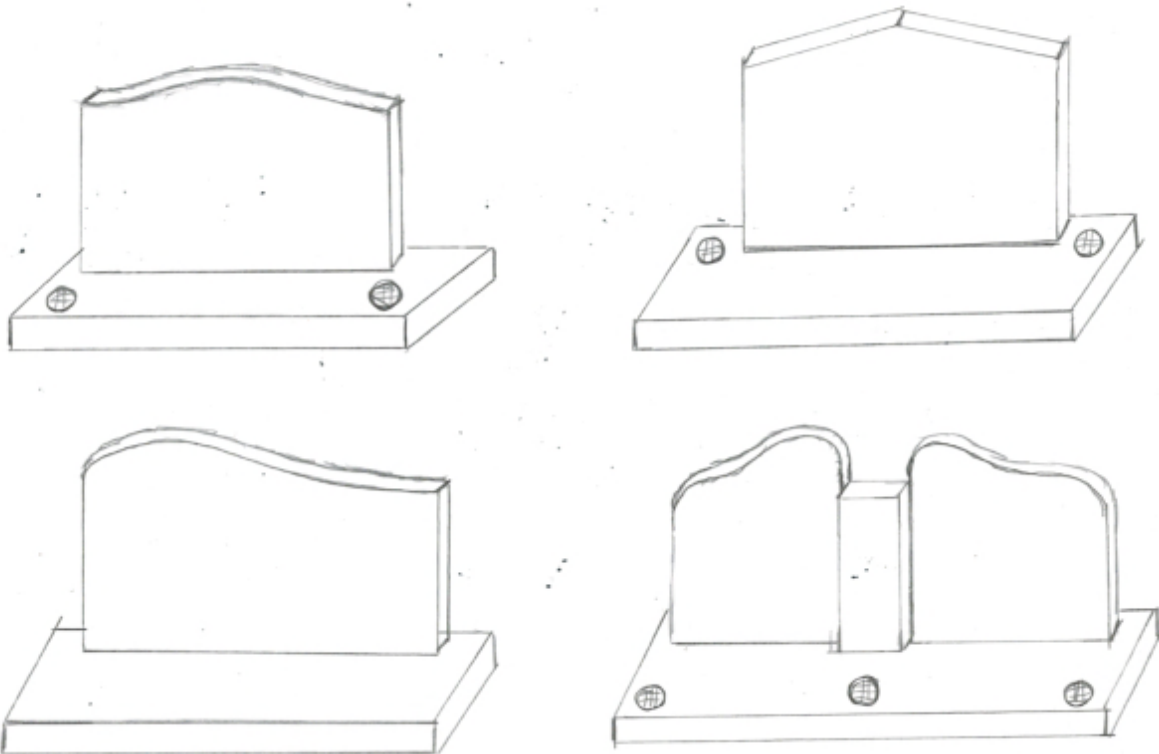
All Vases to be inside this size

Headstone: Maximum Sizes 1120mm Wide
 610mm High
 75mm Thick

Pillars or Columns: Maximum Sizes 300mm Wide
 610mm High
 150mm Thick

Headstone and pillars must be placed 20mm in from back of base.

Examples:

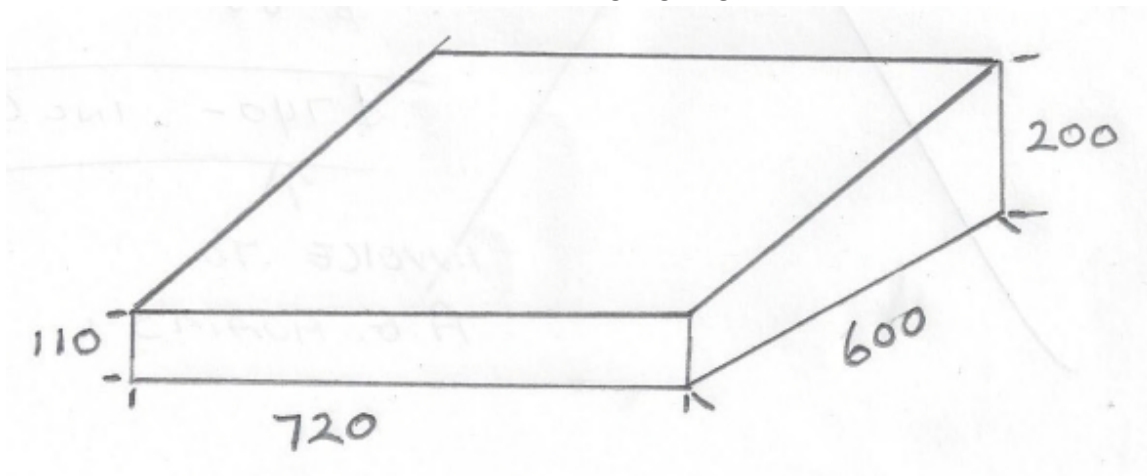


MEMORIALISATION GUIDELINES FOR ROSE GARDENS AND TREES

Plaques to be of Granite, Concrete or Bronze Construction

Dimensions are in millimetres

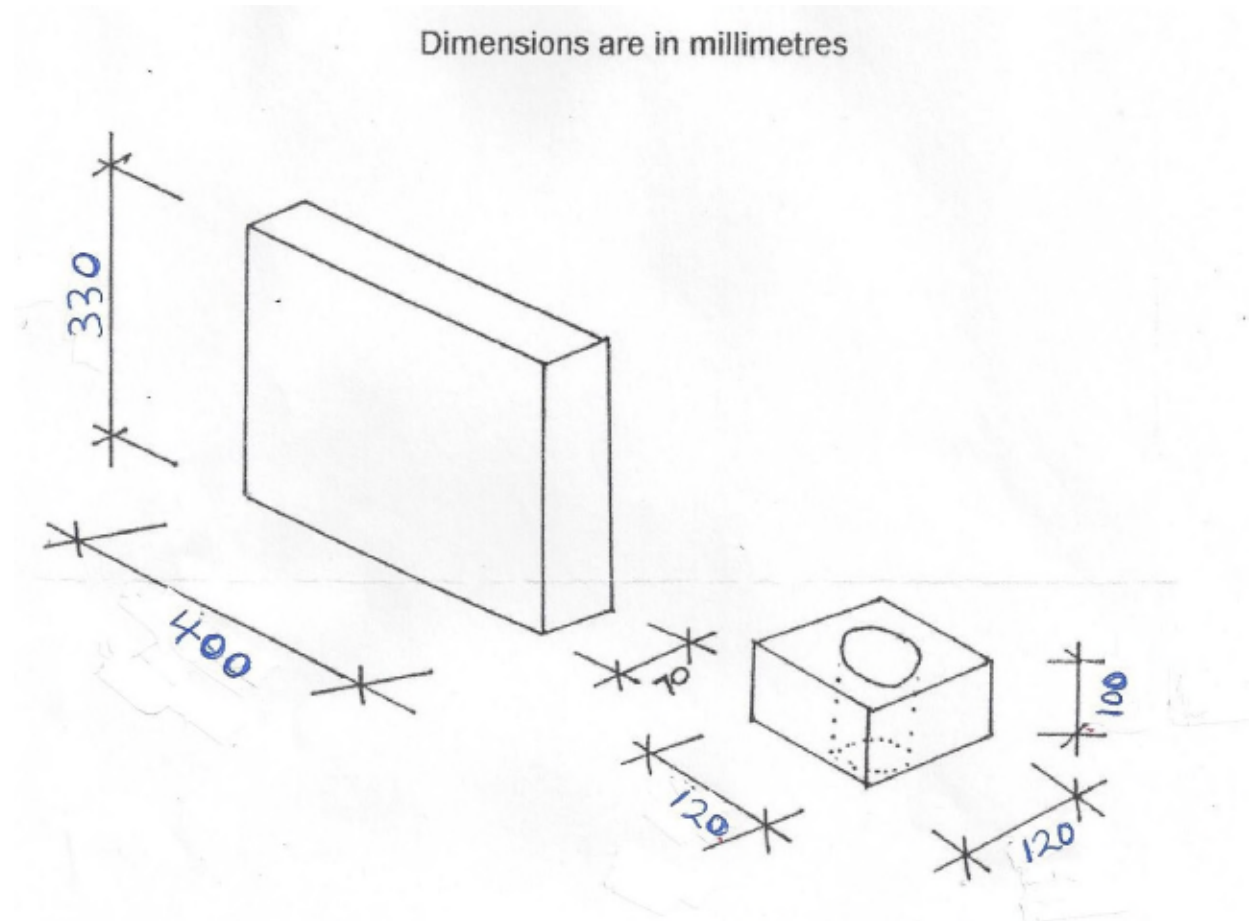
MAXIMUM SIZES



MEMORIALISATION GUIDELINES FOR INFANT LAWN

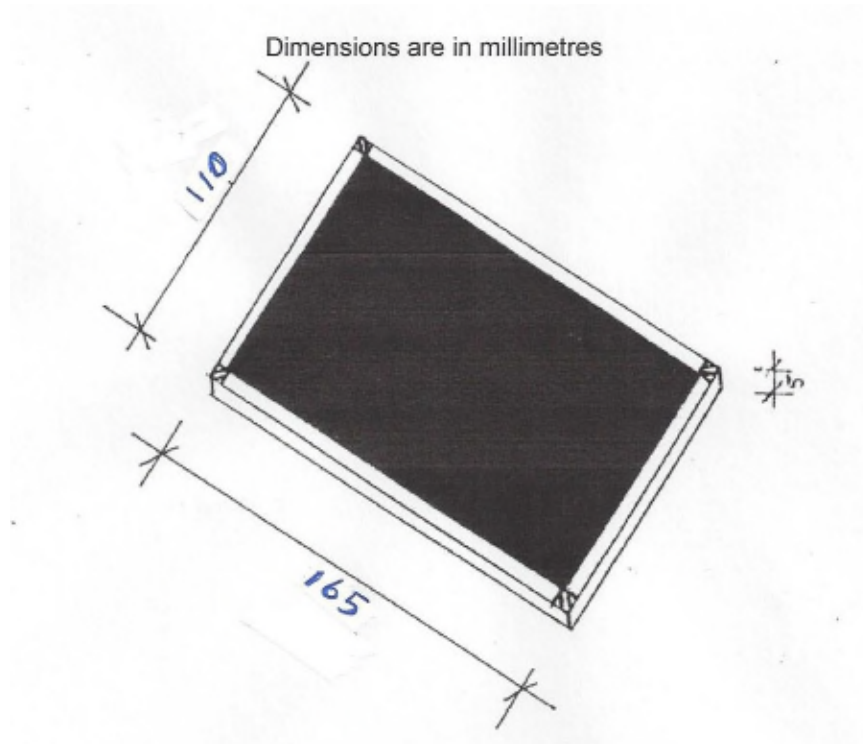
Black Granite 400mm x 330mm x 70/75mm
All Polished or Polished face with other exposed surfaces rubbed
Lettering – cut in white, relief or gold
1 x 8mm dowel drilled and grouted to concrete plinth

Vase block – Grey granite
All Polished or Polished top with other exposed surfaces rubbed
Vase 120mm x 120mm x 100mm with vase hole – 80mm
Fixed to concrete plinth



MEMORIALISATION GUIDELINES FOR NICHE WALL

Single Standard Brown Bronze Plaque (165mm x 110mm)
Fixed to niche wall brickwork

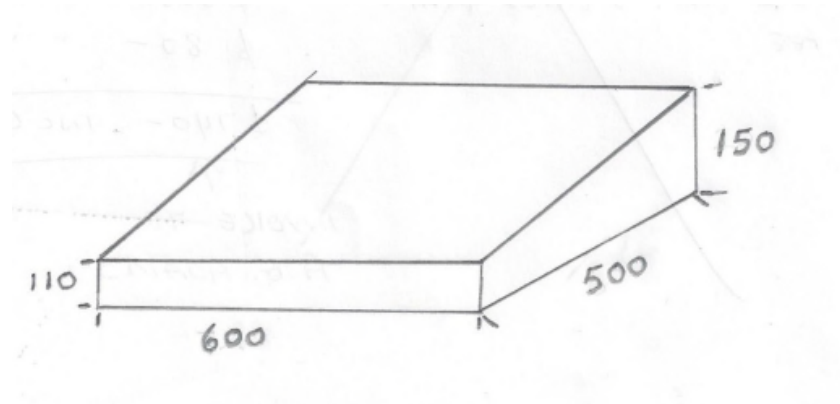


MEMORIALISATION GUIDELINES FOR PUBLIC SECTION

Plaques to be of Granite, Concrete or Bronze Construction
Lettering – cut in white, relief or gold

Dimensions are in millimetres

MAXIMUM SIZES



MEMORIALISATION GUIDELINES FOR MONUMENTAL SECTIONS

NEW GRAVES

Memorials must be designed and constructed to sound engineering principles to provide a stable monument that is durable, serviceable and meets the requirements of AS 4204-1994 - Headstones and Cemetery Monuments. The cemetery trust will not assume any liability for the construction of a monument or memorial by a third party and any damage caused to neighbouring monuments by the Monumental Mason in erecting monuments or memorials.

Monuments and memorials, including adornments, are to be no taller than 2.5 metres in height and must not extend past the intended grave site.

Back Base/Headstone/Roof section of Monument to be no Deeper than 500mm. Access for slab removal/replacement must be allowed for.

A work schedule will need to be submitted to the trust along with the application outlining the timing of works.

During the course of construction, a monument may be inspected a number of times by a representative of the trust who, if considered necessary, could be a consulting engineer or other appropriately qualified person.

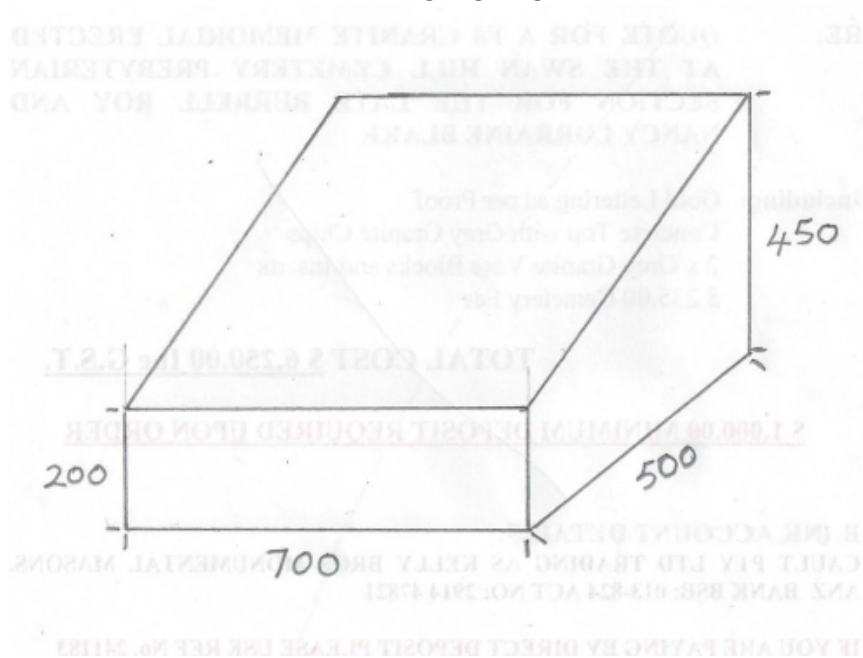
HISTORICAL GRAVES

A historical grave will be defined where the most recent burial has taken place at least 40 years prior.

Grave Markers to be of Granite, Concrete or Bronze Construction

Dimensions are in millimetres

MAXIMUM SIZES



Any construction outside the above maximum sizes will be considered as a “New Grave” and will need to follow the guidelines as such.

This Policy refers to any memorials with an application date following the date of passing of this policy.

|| AS PASSED PER MEETING ON MARCH 5TH, 2018