

HURUNUI DISTRICT COUNCIL

P.O. Box 13 | Amberley | 7441 | 66 Carters Road | Amberley | 7410
Phone 03 314-0006 | Fax 03 314-9181 | Email info@hurunui.govt.nz
Web hurunui.govt.nz | facebook.com/HurunuiDistrictCouncil
Skype [hdc_customer_services](https://www.skype.com/en/customer-services) | twitter.com/hurunuidc



APPLICATION FOR MONUMENTAL WORKS PERMIT

DETAILS OF DECEASED

Full Name of Deceased: _____

Date of Death: _____ Age at Death: _____

Full Name of next of Kin: _____

Address of next of Kin: _____

Signature of next of Kin: _____

Authority given from next of kin: ☐ Yes ☐ No

PLOT DETAILS

Cemetery: _____

Plot number: _____

Description of monumental works to be carried out:

FEES AND CHARGES 2026/2027

Plot Location	Plan only, issued for quotation purposes	No Charge
Plot Permit	Issued to install Headstone	\$82.00
Plot Maintenance	Issued to carry out Maintenance and Additions on Headstone	\$31.00

AUTHORISATION

I, _____, as the person applying for a monumental works permit, declares that all the information on this form is correct, and I confirm that (I / the Company) will be responsible for paying the provided fees and other related fees set by the Hurunui District Council.

Applicant Company _____

Applicant Name _____

Address _____

Phone number _____

Email _____

Signature _____ Date _____

Extract from Hurunui District Council Cemeteries Bylaw 2025

10. MEMORIALS

- 10.1 Every Plot Holder may erect a Headstone, monument or other memorial on the concrete berm at the head of the Plot, subject to the conditions set out within this clause.
- 10.2 Prior to erecting a Headstone or other memorial, the Stone Mason or other person planning to erect this shall apply, in advance, to the Authorised Officer for a permit, together with the prescribed fee.
- 10.3 All costs incurred in the exercise of any right of a Plot Holder by this clause are at the expense of the Plot Holder.
- 10.4 Concrete base work for all memorials must stand no higher than 500mm above whichever is the higher of the highest point of the concrete berm or of the ground level, and may, where required, allow inserts for flower containers.
- 10.5 On concrete berms a space of 150mm clear of any memorial foundations must be maintained, at both the front and the back.
- 10.6 No erected memorial on any Grave Plot may be of a greater height in any part than 1.0 metre, measured from the adjacent general ground level.
- 10.7 No erected memorial on any Lawn Plot may be of a greater height in any part than 1.0 metre, measured from the berm; or of greater width in any part than 1.0 metre on a single Plot or 2.0 metre on a double Plot, or of greater depth in any part than 400mm.
- 10.8 No erected memorial on any Cremation Plot may be of a greater height in any part than 500mm, measured from the berm; or of greater width in any part than 500mm; or of greater depth in any part than 300mm.
- 10.9 Except as provided for on the concrete berms, no person may erect, construct, place or establish any Headstone, monument, garden ornament or other memorial, kerbing, railing, fence, building or other structure on or about any Lawn or Cremation Plot.

Office Use Only

Date received: _____

Permit number: _____

Total fees: \$ _____

Council officer: _____