

Application to transfer a reservation.

Use this form if you have an existing reservation on a plot that you would like to transfer to another person or transfer to another plot.

Office Use:

SITE ID:

1. Current Cemetery Detail

<input type="checkbox"/> Cooroy	<input type="checkbox"/> Pomona	<input type="checkbox"/> Tewantin
<input type="checkbox"/> Grave Site	<input type="checkbox"/> Ashes site	
Section	Row	Plot:
<input type="checkbox"/> Copy of existing reservation Certificate attached (if not please advise date reservation was purchased):		

2. Existing Applicant details

Surname		Given names	
Date of birth		Place of birth	
Postal address			
Suburb		State	Postcode
Fax	A/H phone		Mobile
Email address			
Relationship to new applicant (if applicable):			

3. New Applicant details (If applicable)

Surname		Given names	
Date of birth		Place of birth	
Postal address			
Suburb		State	Postcode
Fax	A/H phone		Mobile
Email address			
Relationship to Existing Applicant:			

4. Transfer Details

Details and Reason for transfer of reservation

5. Declaration of applicant

I, the **existing applicant** noted above, confirm I am the burial rights holder for this site and I authorise Noosa Council to transfer my existing certificate of entitlement on this plot as per the details noted above.

Signed	Name	Date
I, the new applicant noted above, confirm that I accept the general regulations for the reservation.		
Signed	Name	Date

6. Fees

Transfer of Reservation/Burial Rights to another person	\$236.00
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7. Payment options

Internet	<input type="checkbox"/> Please send me tax invoice via email to make payment – email address is as follows:
In person	<input type="checkbox"/> Noosa Council Tewantin office: 8.30 am to 4.30 pm Monday to Friday (excludes public holidays).
By Mail	<input type="checkbox"/> An invoice will be mailed to you and a cheque can be made payable to: Noosa Council

Application to transfer a reservation.**OFFICE USE ONLY**

Application No:

Cemetery:

Date:

Collection Notice - Noosa Shire Council (**Council**) will only use the personal information collected for the intended purpose, to remain in contact with you regarding the application and for the associated functions and services of Council. Council is authorised to collect this information in accordance with the Local Government Act 2009 and associated laws. Access to your personal information will only be provided to appropriate Council employees and authorised officers. Your personal information will only be disclosed to third parties with your consent, or if required to do so by law and will not be transferred outside of Australia. If you do not provide your personal information, we may not be able to process or respond to your request. Your personal information is handled in accordance with Council's Privacy Policy, which contains details on how to request access to your personal information and complain if you believe there has been a breach of the Queensland Privacy Principles in the Information Privacy Act 2009 (Qld). If you have any questions regarding how your personal information will be handled, contact us on the details provided on this form.