

Application for Request for Plaque or Memorial on Council Property

This form is for making application to Noosa Council for the installation of a plaque or memorial in a public space in Noosa Shire. Prior to completing and submitting this form, please read the Noosa Council Plaques and Memorials Policy and the Noosa Council Plaques and Memorials Policy Guideline.

1. Applicant details

Surname		Given names	
Company or Organisation name (if applicable)			
Postal address			
Suburb	State	Postcode	
Current residential address			
Suburb	State	Postcode	
Business phone	A/H phone	Mobile	
Email address		Fax	

2. Person, Organisation or Event for which Memorial is requested
If an individual:

Is the individual deceased? ☐ Yes ☐ No Has the individual been deceased for more than 12 months? ☐ Yes ☐ No

(If you have answered no to either of these questions, an application cannot be submitted/will not be considered by Council)

What is applicant's relationship to the individual being proposed for memorial?

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Are you the Executor of the estate of the individual being proposed for memorial? (please attach proof)

☐ Proof Documents Attached

Please note: If you are not the Executor of the estate or an authorised family member, please provide evidence of support from the Executor or authorised family member of the individual being proposed for memorial.

3. Which criteria is the application made under?

- ☐ Commemoration of an individual or family with enduring links to Noosa Shire e.g. pioneering or multi-generational families.
- ☐ Commemoration of an individual who made a substantial contribution to civic life, cultural and social aspects of the Shire's development or collective community history. This must be an exceptional contribution over an extended period of time and beyond the scope of paid employment or voluntary work. Financial contribution alone is not grounds for recognition.
- ☐ Acknowledgement of contribution by a community group or association that has made a substantial and outstanding social or civic contribution to the Noosa community. Financial contribution alone is not grounds for recognition.
- ☐ Commemoration of a significant historical or cultural event which is unique to the region's history and development and/or has had a profound resonance with the Noosa community

4. Details

Please provide a detailed description of the contribution made by the individual or organisation or the significance of the event to the local community

Including, but not limited to, years of contribution, scope of contribution, impact on community, any awards achieved by individual. *(Please also attach supporting documents such as letters, statements, news articles, citations)*

What form of Memorial is being requested?

☐ Standard ☐ Non-Standard

If non-standard is being requested please describe the proposed form of Memorial (include drawings/photos of similar memorials)

5. Location

What is the proposed location for the Memorial?

Is this location on public land owned or managed by Noosa Council?

☐ Yes ☐ No

If No, you cannot make application for a plaque or memorial using this form

6. Conditions

By signing and submitting this application you acknowledge that:

1. You have read and understand the Noosa Council Plaques and Memorials Policy and Noosa Council Plaques and Memorials Policy Guideline
2. If the application is approved, you will pay the costs associated with the manufacture, installation and maintenance of the memorial
3. You understand that a plaque and memorial will not be guaranteed to be retained in perpetuity and have read and understand the conditions regarding maintenance and retention
4. To the best of your knowledge the information that you are providing is true and correct and that you will provide updated or corrected information if an error is identified.
5. That you are the Executor of the Estate of the deceased person or an authorised family member or have the support of an authorised family member to make this application.

7. Declaration of applicant

I/We, the applicant, declare that the above information is correct in all respects, at the time of lodgement of this application with the Noosa Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise Noosa Council in writing prior to any such change being implemented.

Signature

Date

OFFICE USE ONLY

Approved/Not Approved

Permit Officer's initial

Date

Privacy

Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with council's privacy policy.

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