

# Sundry booking form

Use this form to book an ash scattering, a temporary grave marker, Book of Remembrance entry or chapel with no cremation.

Deceased		
Family name:		
First name:		
Last address:		
Date of birth:	Date of death:	Gender:

Scatter ashes			
Fill in this section <b>unless</b> if you want an unattended scattering immediately after the cremation.			
Date:	Time:	am	pm
Attended by family		Unattended - no family	
Scatter in:	Rose garden	Native bush	Other
Ashes held by:	WCC	Funeral director	Family
Place cremated:			

Place or remove a plaque			
Please give minimum 5 working days notice. Please state time.			
Place		Remove	
Cemetery:	Karori	Mākara	
Number:	Path/row/garden:	Section:	
Unattended	Attended	Date:	Time: am pm
Instructions for removing the plaque:			

Book of Remembrance entry <i>(we will include name, years and age)</i>	
Extra fee will apply.	

## Book a chapel

Use this section if you want to book a chapel only service, without a cremation.

Date of service:	Time of service:				am	pm
Chapel:	Small	Main				
Service type:	Committal (30 minutes)		Full (1 hour)			
Duration (hours):	0.5	1.0	1.5	2.0	2.5	3.0
Attendant required:	Yes		No			
A Wellington City Council attendant will meet the family or funeral director 15 minutes before the service, unless otherwise stated						
Facilities required:	Casket lowering	Curtains only		Recording	Cross cover	
Other instructions:						

## Other requests (specify in detail)


## Authorisation

I am the person arranging this transaction. I declare that the information given on this form is correct. I/the company will be responsible for paying the Wellington City Council fees for being granted the right to inter.

Funeral director and company, or family:

Name:

Email:

Address:

Phone number/s:

Signature:

Date:

## Business Support Officer declaration

I certify the actions were carried out according to the instructions on this form.

Signature:

Date:

Notes: (record any variances or significant issues)


Scan and email to **cemeteries@wcc.govt.nz**

Post or drop to **Karori Cemetery, 76 Old Karori Road, Wellington 6012**

Phone **04 476 6109**