

The rightful owner of a burial plot may relinquish rights to their plot by requesting to sell it back to the Council. The purchaser is the rightful owner of a plot.

Proof of ownership is required along with a copy of photo ID. Council may purchase the unused plot and, in consideration of such transfer, refund up to 50% of the current prescribed fee for similar plots.

## *Plot details*

Name of Cemetery: \_\_\_\_\_  
Section: \_\_\_\_\_  
Plot #: \_\_\_\_\_  
Certificate of Purchase #: \_\_\_\_\_

## *Details of registered plot owner*

Given Name(s): \_\_\_\_\_  
Surname: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Phone number: \_\_\_\_\_

## *Request to relinquish burial rights*

I do hereby declare that I am the present rightful owner of aforementioned Grave. I hereby confirm that I am fully in agreement with the transfer of the burials rights back to Whakatāne District Council and thereby relinquish my claim to these rights.

Signature of Rightful Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## *Bank account details for refund*

Please make payment into my nominated bank account:

Name of account: \_\_\_\_\_

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Bank

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Branch

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Account Number

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Suffix

If overseas, please advise BSB and SWIFT code: \_\_\_\_\_

## CHECKLIST

- Proof of ownership attached
- Copy of pre-printed deposit slip attached?
- Copy of photo ID attached?

## OFFICE USE ONLY

Original Plot Fee Paid	\$
Current Plot Value	\$
Net amount of refund (50%)	\$

Authorised by Reserves & Bookings

Administrator

Date

Approved by Team Leader Procurement  
& Contracts

Date