

LG311

CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW

In pursuance of the powers conferred upon them by the abovementioned Act, and of every other power enabling them, the Metropolitan Cemeteries Board hereby records having resolved on the 28th day of February 1991 to make and submit for confirmation by the Governor the following By-law:

PART I—PRELIMINARY

Repeal

1. The following By-laws are hereby repealed.
 - (a) The By-laws made by the Trustees of the Karrakatta Cemetery under the provisions of the Cemeteries Act 1897, published in the *Government Gazette* on July 8th, 1970; as amended
 - (b) The By-laws made by the Trustees of the Pinnaroo Valley Memorial Park Public Cemetery under the provision of the Cemeteries Act 1897, published in the *Government Gazette* on June 2nd, 1978; as amended
 - (c) The By-laws made by the Trustees of the Midland Junction Cemetery under the provision of the Cemeteries Act 1897, published in the *Government Gazette* January 1st, 1904; as amended
 - (d) The By-laws made by the Trustees of the Guildford Public Cemetery under the provisions of the Cemeteries Act 1897, published in the *Government Gazette* July 30th, 1937 as amended.

Citation

2. This By-law may be cited as the Metropolitan Cemeteries Board By-law.

Arrangement and Definitions

3. (1) This By-law is divided into parts as follows—

PART I PRELIMINARY

PART II ADMINISTRATION

PART III RIGHTS OF BURIAL:

Division 1 Private Graves

Division 2 Public Graves

PART IV APPLICATIONS FOR FUNERALS:

Division 1 Application

Division 2 Time for Funerals

PART V FUNERAL DIRECTORS

PART VI SINGLE FUNERAL PERMITS

PART VII FUNERALS

Division 1 General

Division 2 Cremation

Division 3 Placement of Ashes

Division 4 Burial

PART VIII MONUMENTAL AND OTHER WORK

Division 1 Monumental Work

Division 2 Lawn Section

Division 3 Memorial Plaque Section

Division 4 General

Division 5 Licensing of Monumental Masons

Division 6 Single Monumental Work Permit

PART IX GENERAL

PART X OFFENCES AND MODIFIED PENALTIES

- (2) In this By-law unless the context requires otherwise:

“Act” means the Cemeteries Act, 1986;

“ashes” means so much of the remains after the due processes of cremation as may be contained in a standard sized cremation urn;

“Authorised Officer” means an officer or employee of the Board authorised by the Board to exercise any power conferred by an Act of Parliament or this By-law;

“Board” means the Metropolitan Cemeteries Board as constituted under Section 7 of the Act;

- "burial" has the same meaning as is given to it in the Act;
- "Cemeteries" means all cemeteries which the Governor by order has vested under the care, control and management of the Board.
- "Cemetery" means any one of the Cemeteries;
- "crypt" has the same meaning as vault;
- "Crematorium" has the same meaning as is given to it in the Cremation Act 1927.
- "dead body" has the same meaning as that expression in the Act;
- "funeral" includes the burial and cremation of a dead body and all associated processions and ceremonials but does not include so much of a ceremonial that is solely a religious rite;
- "Funeral Director" means a person, firm, or company holding a current funeral director's licence;
- "funeral director's licence" means a licence issued by the Board in accordance with clause 21 which entitles the holder to conduct funerals at the Cemeteries;
- "General Manager" means the General Manager for the time being appointed by the Board in accordance with Clause 4 and includes any person for the time being acting in that capacity in the absence of the General Manager;
- "Grant" means a grant of an exclusive right of burial in a specified area of a Cemetery which is granted by the Board in accordance with section 25 of the Act;
- "guide dog" has the same meaning as is given to that expression in the Dog Act 1976;
- "Holder" in relation to a Grant includes:
- (a) a person issued with a Grant by the Board in accordance with clause 7;
 - (b) a person for the time being appearing to the Board to be the Holder of that Grant;
- "mausoleum" means a building or construction wholly above or partially above and below ground level, so constructed as to allow the deposition of dead bodies into a compartment in the wall or floor and being sealed from view;
- "memorial" has the same meaning as is given to it in the Act;
- "Memorial Park" means the Pinnaroo Valley Memorial Park, appointed as a public cemetery reserved for the burial of the dead by proclamation of the Governor published in the *Government Gazette* of the 19th October, 1973;
- "monument" includes a tombstone, vault, enclosure or other approved form of memorial;
- "Monumental Mason" means a person, firm or company holding a current monumental mason's licence;
- "monumental mason's licence" means a licence issued by the Board in accordance with clause 63 which entitles the Holder to carry out monumental works within a Cemetery;
- "monumental work" when the term is used as an abstract noun shall include the erection, alteration or removal of or other working upon a monument on a grave;
- "personal representative" means:
- (a) the administrator of the estate or executor of the will of a deceased person;
 - (b) the person who, by law or practice, has the best right to apply for administration of the estate of a deceased person; or
 - (c) a person having the lawful custody of a dead body;
- "private grave" means a grave situated in a Cemetery in respect of which a Grant has been made under and in accordance with the Act and this By-law;
- "public grave" means a grave situated in a Cemetery which is not a "private grave";
- "set fee" refers to fees and charges set by a resolution of the Board and published in the *Government Gazette* in accordance with section 53 of the Act;

- “single funeral permit” means a permit issued by the Board in accordance with clause 25 which entitles the Holder to conduct a funeral at the Cemetery for the deceased persons named in the permit;
- “vault” means a below ground lined grave with one or more sealed compartments constructed to specifications approved from time to time by the Board;
- “vehicle” has the same meaning as is given to that word in the Road Traffic Act 1974 as amended from time to time, and includes trail bikes, beach buggies and other recreational vehicles licensed or unlicensed, but excludes a wheel chair being used by a physically impaired person.

PART II—ADMINISTRATION

Appointment of General Manager

4. The Board shall appoint a General Manager who shall, at its direction, exercise general supervision and control over all matters concerning the administration of the Cemeteries and the carrying out and enforcement of this By-law and, unless the Board otherwise resolves, all directions of the General Manager shall be deemed to have been given by order of the Board.

Appointment of Employees

5. The Board may directly or by delegation to the General Manager appoint support staff to administer and supervise work within the Cemeteries and carry out such work as is required for the general care of the Cemeteries.

Plans and Registers

6. (1) The Board shall establish and maintain:
- (a) a plan of each Cemetery showing the location and identifying number of every burial place or grave and the distribution of the land, compartments and sections;
 - (b) a register containing the identification numbers of graves and the names and description of the persons buried;
 - (c) a register of Grants made with respect to each Cemetery;
 - (d) a register of cremations containing the names and descriptions of any person cremated in each Cemetery; and
 - (e) a register of persons cremated whose ashes have been buried or disposed in each Cemetery.
- (2) The plans and registers referred to in sub-clause (1) shall be open for inspection by members of the public during normal office hours of the Board and upon payment of the set fee.

PART III—RIGHTS OF BURIAL

Division 1—Private Graves

Issuing Grants

7. (1) The Board may, upon the written application of a person and upon payment of the set fee, issue that person with a Grant.
- (2) The Grant shall be for a term of twenty five (25) years from the date of the Grant.

Rights of a Holder

8. (1) Subject to the provisions of this By-law and to the prior approval of the Board, a Grant confers upon the Holder thereof an exclusive right:
- (a) to bury the dead bodies of one or more deceased persons in a private grave; and
 - (b) to carry out monumental works on a private grave;
- during the term of the Grant.

(2) Notwithstanding sub-clause (1), the Board shall in its absolute discretion determine from time to time the number of dead bodies or ashes which may be placed in each private grave.

(3) The Board or an Authorised Officer may request the Holder to produce the Grant before the exercise of any of the rights referred to in sub-clause (1) and the Holder shall forthwith upon request deliver the Grant to the Board.

Renewal of a Grant of Right of Burial

9. (1) The Board may upon:
- (a) the written application of a Holder upon the expiry of a Grant; or
 - (b) the written application of a Holder within the period of one (1) month after the burial of a deceased person in a private grave (or such longer period as the Board may approve); and

(c) payment of the fee referred to in sub-clause (2),
issue a new Grant with respect to that private grave.

(2) The set fee for the issue of a new Grant pursuant to this clause is a sum calculated in accordance with the following formula:

$$\frac{A \times B}{25}$$

where :

“A” means the number of complete years of the term of the preceding Grant that have expired; and

“B” means the set fee for a twenty five (25) year Grant.

(3) The Board may request the Holder to deliver the existing Grant to it prior to making a new Grant.

(4) The Holder shall forthwith upon receiving a request by the Board in accordance with sub-clause (3) deliver the existing Grant to the Board.

(5) The Board shall not issue a new Grant in respect of a private grave unless a burial has taken place more than five (5) years after the commencement of the term of the existing Grant.

Replacement of a Grant

10. (1) The Board may:

(a) upon the written application of a Holder; and

(b) upon the production of evidence to the satisfaction of the Board, issue a new Grant to replace a Grant which is lost or destroyed.

(2) Notwithstanding sub-clause (1), the Board may, prior to issuing a replacement Grant, require the Holder to make a statutory declaration substantially in the form prescribed in the First Schedule.

(3) A replacement Grant issued by the Board shall be deemed to be the original Grant.

Transfer of Grant

11. A Holder who desires to transfer a Grant to another person shall make an application to the Board in the form prescribed by the Second Schedule and upon receipt of the application the Board may grant permission in accordance with section 26 of the Act.

Exercising the Rights of a Holder

12. If evidence is produced in writing to the satisfaction of the Board that the Holder is unavailable or not immediately ascertainable, or has died and has not specifically bequeathed the Grant, then the rights conferred upon that Holder may be exercised by the Holder's personal representative or a person acting expressly on behalf of the personal representative. If those persons are unavailable or not immediately ascertainable, then the Board may approve any other person.

Division 2—Public Graves

Allocation of Public Graves

13. (1) The allocation of a public grave to a person by the Board shall not confer any right upon that person other than the right to inter in the public grave the deceased person for whom it was requested.

(2) The Board shall retain all rights and powers in respect of every public grave allocated in accordance with sub-clause (1) as if the public grave were held by it prior to the allocation and the Board may, without limitation, re-open the grave to:

(a) disinter and reinter the remains buried therein;

(i) in the same grave;

(ii) in another grave within the Cemetery; or

(iii) elsewhere in accordance with the Act;

(b) disinter and cremate the remains buried therein; or

(c) inter further remains of other deceased persons.

PART IV—APPLICATION FOR FUNERALS

*Division 1—Applications***Application to hold a Funeral**

14. (1) A person who desires to hold a funeral within a Cemetery shall, in the case of the burial of a dead body:

(a) make an application to the Board in the form prescribed by the Third Schedule; and

(b) lodge with the application referred to in paragraph (a):

(i) evidence to the satisfaction of the Board that the Holder of that Grant has consented to or would not object to the burial; or

(ii) an application for a Grant or an application for a Grant of Right of burial in a public grave.

(2) A person who desires to hold a funeral within a Cemetery shall, in the case of the cremation of a dead body:

(a) make an application to the Board in the form prescribed in the Fourth Schedule; and

(b) lodge with the application referred to in paragraph (a) a permit to cremate issued in accordance with the Cremation Act 1927.

(3) All applications referred to in sub-clauses (1) and (2) shall be accompanied by:

(a) a doctor's certificate for burial or disposal of the dead body; or

(b) a coroner's order for burial; and

(c) a certificate of identification in accordance with clause 15.

(4) All applications to hold a funeral must be lodged at the office of the Board in such time as to permit at least five (5) working hours notice to be given prior to the time requested to be fixed for the funeral.

(5) All applications to hold a funeral on a Saturday must be lodged at the office of the Board no later than 2.30 pm on the day before the funeral unless a later time is approved by the Board.

Certificate of Identification

15. (1) After a deceased person is placed in a coffin and prior to a deceased person being removed to a Cemetery, or Crematorium within a Cemetery, a person who personally knew the deceased shall identify the dead body and shall complete the form prescribed in the Fifth Schedule unless:

(a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed; or

(b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body.

(2) Where:

(a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed; or

(b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body,

then the Funeral Director shall complete the form prescribed in the Sixth Schedule.

*Division 2—Times for Funerals***Receipt of the Application for a Funeral**

16. Upon receipt of a properly completed application form in accordance with clause 14 and all other things required by this By-law, the Board shall:

(a) fix a time for the funeral; and

(b) dig or reopen any grave that is required or reserve the venue for a cremation service (as the case may be).

Fixing Times for a Funeral

17. The time fixed for a funeral is at the discretion of the Board but subject to this By-law will be as near as possible to the time requested by the applicant.

Times for Burials and Cremations

18. (1) A person shall not carry out a burial or cremation:

(a) on Christmas Day;

(b) on Good Friday; or

(c) at any time other than during the following days and hours:

Monday to Thursday—8.00 am to 4.00 pm

Friday —8.00 am to 3.30 pm

Saturday —8.00 am to 11.00

except with the written permission of the Board.

(2) The Board may, by notice displayed at Board offices, at least one week before a Public Holiday, close any Cemetery on that Public Holiday and where a Cemetery is so closed no funeral may take place within it, except with the written permission of the Board.

Admittance of Coffins

19. A person shall not bring a coffin into a Cemetery other than during the hours referred to in clause 18(1)(c), except with the written permission of the Board.

PART V—FUNERAL DIRECTORS

Directing a Funeral

20. A person shall not direct a funeral within a Cemetery or otherwise make use of a Cemetery for any purpose connected with directing a funeral unless that person is:

- (a) a Funeral Director;
- (b) an employee of the Funeral Director;
- (c) the holder of a single funeral permit issued in accordance with clause 25.

Funeral Director's Licence

21. (1) The Board may upon receipt of an application in writing by any person in the form prescribed in the Seventh Schedule and upon payment of the set fee, issue to the applicant a funeral director's licence authorising the holder to direct funerals within a Cemetery at such times and on such days and subject to such conditions as the Board shall specify upon the issue of that licence or in this By-law.

(2) If the application referred to in sub-clause (1) is approved by the Board, the Board shall issue to the applicant a licence in the form prescribed in the Eighth Schedule.

(3) Any person who is the holder of a current funeral director's licence may apply for a new licence for the then following year by lodging with the Board an application form prescribed in the Seventh Schedule and upon payment of the set fee.

Period of Licence

22. (1) A funeral director's licence:

- (a) shall be valid from the date specified therein until the 30th day of June next following the date of commencement of the licence or until the licence is determined pursuant to clause 24, whichever shall occur sooner; and
- (b) shall not be transferable.

(2) Any person who is the holder of a current funeral director's licence may apply for a new licence for the then following year by lodging with the Board an application form prescribed in the Seventh Schedule and upon payment of the set fee.

Responsibilities of the Holder of a Funeral Director's Licence

23. The holder of a funeral director's licence shall be responsible for the compliance by every person purporting to be authorised to direct a funeral within a Cemetery pursuant to that licence with:

- (a) all the requirements of:
 - (i) the licence,
 - (ii) this By-law; and
 - (iii) the Act; and
- (b) the conditions imposed by the Board in respect of that licence.

Cancellation of a Funeral Director's Licence

24. (1) The Board may, by notice in writing to the holder of a funeral director's licence, cancel the licence if:

- (a) the holder of the licence or any employee of the holder has committed a breach of this By-law, the Act, the Cremation Act 1927 or any of the conditions upon which the licence was issued;

- (b) in the opinion of the Board, the conduct of the holder of the funeral director's licence or any employee of the holder in directing or attempting to direct any funeral within a Cemetery is inappropriate or unbecoming;
 - (c) the holder of the funeral director's licence has purported to transfer the licence issued to that holder;
 - (d) the funeral director's licence was issued erroneously or in consequence of a false or fraudulent document, statement or representation;
 - (e) the fee for the funeral director's licence is due and unpaid;
 - (f) the holder of the funeral director's licence is convicted of an offence against this Act or this By-law; or
 - (g) the Board is no longer satisfied that the holder of the funeral director's licence:
 - (i) is of good repute and is fit to hold a funeral director's licence; or
 - (ii) has suitable facilities and equipment for handling and storing dead bodies and conducting funerals.
- (2) Upon the cancellation of a licence pursuant to this clause, no part of any fee paid for the issue of that licence is refundable by the Board.

PART VI—SINGLE FUNERAL PERMITS

Application for a Single Funeral Permit

25. The Board may upon receipt of an application in writing by any person in the form prescribed by the Ninth Schedule and upon payment of the set fee issue to the applicant a single funeral permit authorising the holder to direct the funeral of the person named in the permit within a Cemetery at such time and subject to such conditions as the Board shall specify upon the issue of that permit or in this By-law.

Specifications and Details

26. Every application for a single funeral permit made in accordance with clause 25 shall include coffin specifications and details of the vehicle transporting the dead body to the grave site or Crematorium.

PART VII—FUNERALS

Division 1—General

Requirements as to Coffins

27. A person shall not bring a dead body into a Cemetery unless:
- (a) the Board has received an application for the burial or cremation of that dead body in accordance with clause 14;
 - (b) it is enclosed in a coffin which in the opinion of the Board is structurally sound and bears the name of the deceased person indelibly inscribed in legible characters on a plate on the coffin's lid; and
 - (c) under the plate referred to in paragraph (b) there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10mm in height.

Funeral Processions

28. (1) Where:
- (a) a funeral procession fails to arrive at a Cemetery at the time fixed by the Board for the funeral; or
 - (b) all the forms prescribed by this By-law to hold and direct a funeral at a Cemetery are not presented to an Authorised Officer at a Cemetery at the time fixed by the Board for the funeral,

then the applicant who applied to hold the funeral under clause 14 shall pay the set fee for being late or make a written application to the Board requesting another time to be fixed for the funeral.

(2) Where a funeral procession fails to proceed to the Crematorium or grave site of a Cemetery within seven (7) minutes of arrival at a Cemetery, the applicant who applied to hold the funeral shall pay the set fee for being late.

(3) No funeral procession at a Cemetery shall include more than:

- (a) one funeral director's hearse; and
- (b) four (4) mourning coaches, without the prior approval of the General Manager.

*Division 2—Cremation***Metal or Metal Lined Coffins**

29. Metal or metal lined coffins shall not be accepted by the Board for cremation at a Cemetery.

Polyvinyls

30. The use of polyvinyl or its derivative, polyurethane, aerosol cans, other sealed containers and/or glass in or upon coffins presented for cremation at a Cemetery is prohibited.

Depositing the Coffin

31. (1) The Funeral Director shall deposit the coffin for cremation upon the catafalque in the Crematorium chapel or at such other position within a Cemetery as may be determined from time to time by the Board.

(2) Once the coffin has been deposited for cremation in accordance with sub-clause (1), all further services will be rendered by and be under the sole control of the Board.

Removal of the Name Plate and Lead Strip

32. The Board shall remove the name plate and lead strip from the coffin prior to cremation at a Cemetery and the lead strip shall be placed in the container with the ashes.

Removal of Metal Fittings

33. The Board may remove any metal fittings on coffins presented for cremation at a Cemetery which in the opinion of the Board could impede the cremation or cause damage to the cremation equipment.

*Division 3—Placement of Ashes***Directions to Place Ashes**

34. (1) Where the personal representative of a deceased person whose body has been cremated:

- (a) has not given directions for the placement of ashes in the application for a cremation referred to in clause 14; or
- (b) wishes to vary the directions for the placement of ashes specified in the application for a cremation referred to in clause 14,

then the personal representative may apply to the Board in the form prescribed by the Tenth Schedule for permission to dispose of the ashes in a Cemetery and upon payment of the set fee the Board may grant permission for the ashes to be disposed of by one of the methods specified in the Eleventh Schedule.

(2) Subject to sub-clauses (3) and (4), a person shall not place the ashes of a deceased person in a Cemetery.

(3) An Authorised Officer may place the ashes of a deceased person in a Cemetery provided:

- (a) the person requesting the placement of the ashes has the permission of the Board; and
- (b) the ashes are placed within an area set aside for that purpose by the Board.

(4) An Authorised Officer may place the ashes of a deceased person within a family grave provided:

- (a) any monumental work commemorating the deceased person is in accordance with Part VIII of this By-law;
- (b) the ashes are not deposited in an above ground repository; and
- (c) the person requesting the placement of the ashes has the written permission of the Board.

Availability of Ashes

35. Subject to compliance with clause 34, and upon the payment of the set fee, the ashes of a deceased person that have not been placed within a Cemetery will be made available to a personal representative of the deceased person during the normal office hours of the Board after the expiration of twenty four hours (24) after the completion of the cremation at a Cemetery.

Ashes held by the Board

36. (1) If within six (6) months after the date of cremation at a Cemetery:

- (a) the ashes of the deceased person have not been claimed; or
- (b) no arrangements have been made for the placement of the ashes of a deceased person by the personal representative,

then the Board may dispose of the ashes at its discretion.

(2) Where the ashes of a deceased person are held by the Board at the request of the personal representative after the expiration of six (6) months from the date of cremation then the personal representative shall pay the set fee, which fee shall be payable monthly in advance.

(3) In the event that the legal representative defaults in the payment of the fee referred to in sub-clause (2), the Board may dispose of the ashes.

Division 4—Burials

Depth of Graves

37. (1) The Board may from time to time determine the depth to which a grave in a Cemetery is dug.

(2) Every grave prepared by the Board shall be dug at least 1.8m deep unless otherwise determined by the Board.

(3) Notwithstanding sub-clause (1), no grave shall exceed 2.3m in depth.

Vaults

38. (1) A person shall not construct a brick grave crypt or vault within a Cemetery other than:

(a) in an area set aside from time to time by the Board for that purpose;

(b) with the written permission of the Board; and

(c) in compliance with any specifications and conditions specified in the written permission referred to in paragraph (b).

(2) The Board may upon receipt of an application in writing by any person and upon payment of the set fee construct a vault within a Cemetery which vault shall at all times remain the property of the Board.

Burying a Coffin

39. A person shall not bury a coffin within a Cemetery in such a manner that the distance from the top of the coffin to the original surface of the ground is less than 900mm.

Re-opening a Grave

40. (1) Subject to sub-clause (2), if for the purpose of re-opening a grave in a Cemetery the Board finds it necessary to remove a monument, edging, tiles, plants, grass, shrubs or other like matter from the grave, then the person ordering the re-opening of that grave shall bear the cost of the removal and any necessary reinstatement.

(2) If the Minister orders the exhumation of a body in accordance with Section 58 of the Act then, the Minister may further order how and by whom the costs referred to in sub-clause (1) shall be met.

(3) In this clause, the word "Minister" has the same meaning as is given to that expression in the Act.

Disintering a Coffin

41. (1) Subject to sub-clause (2), a person shall not disinter a coffin in a Cemetery for the purposes of re-burial within twelve (12) months after the date of its interment.

(2) Sub-clause (1), shall not apply where the coffin is disintered for the purposes of the exhumation of a dead body and the exhumation is ordered or authorised pursuant to the Act.

Exhumation

42. A person shall not disinter a coffin in a Cemetery for the exhumation of a dead body unless:

(a) the exhumation is ordered or authorised pursuant to the Act; or

(b) the Holder of the grant of right of burial has applied in writing to the Board requesting the exhumation and the Board has authorised the exhumation.

Opening a Coffin

43. (1) A person shall not open a coffin in a Cemetery unless:

(a) the coffin is opened for the purposes of the exhumation of a dead body; or

(b) that person has produced to the Board an order signed by the Commissioner of Police and the Board has approved the opening of that coffin.

(2) In this clause:

“Commissioner of Police” means the Commissioner of Police for the time being appointed under the Police Act 1892 and includes any person for the time being acting in that capacity in the absence of the Commissioner of Police.

PART VIII—MONUMENTAL AND OTHER WORK

Division 1—Monumental Work

Placement of Monumental Work

44. (1) Other than with the permission and in a manner approved by the Board a person shall not place monumental work upon:

- (a) a public grave;
- (b) a military grave; or
- (c) a private grave.

(2) A person shall not place a mausoleum in a Cemetery.

(3) Notwithstanding sub-clause (1)(b), the Office of Australian War Graves:

- (a) may place monumental work upon a military grave; and
- (b) is not required to pay the set fee for any monumental work that is placed upon a military grave.

(4) A person shall not place monumental work upon a grave unless the number of that grave is indelibly and legibly inscribed on the base of that monument.

Kerbing

45. (1) The Board may from time to time set aside any part of a Cemetery for graves that are not to be enclosed by kerbing.

(2) A person shall not enclose a grave with kerbing where the grave is situated:

- (a) in a lawn section of a Cemetery;
- (b) in a memorial plaque section of a Cemetery; or
- (c) in a part of a Cemetery set aside under sub-clause (1).

Division 2—Lawn Section

Specifications of Monuments

46. (1) All monuments in the lawn section of a Cemetery shall:

- (a) be made of natural stone;
- (b) be placed upon a base of natural stone;
- (c) comply with the following specifications:
 - (i) the overall height of the monument above the original surface of the grave shall not exceed 1.05m;
 - (ii) the height of the base of the monument above the original surface of the grave shall not be less than 150mm nor more than 450mm;
 - (iii) the width of the base of the monument shall not exceed 1.20m;
 - (iv) the depth of the base of the monument shall not exceed 300mm;
- (d) have foundations extending to the bottom of the grave unless concrete beam foundations are provided by the Board.

(2) An admiralty bronze memorial plaque may be attached to a monument erected or being erected in the lawn section of a Cemetery.

(3) A person shall not display any trade names or marks upon any monument within the lawn section of a Cemetery.

Headstones

47. No portion of a headstone in a lawn section of a Cemetery shall protrude outside the area of the perimeter of the base of that headstone.

Division 3—Memorial Plaque Section

Requirements of a Memorial Plaque

48. (1) All memorial plaques placed in a memorial plaque section of a Cemetery shall:

- (a) be made of admiralty bronze or any other material approved by the Board;
- (b) not be less than the dimensions 380mm x 280mm, nor more than 560mm x 305mm; and
- (c) bear an inscription approved by the Board.

- (2) All memorial plaques made of admiralty bronze shall:
 - (a) not exceed 20mm in thickness; and
 - (b) be placed upon a base mounting approved by the Board.
- (3) All memorial plaques made of stone shall:
 - (a) not exceed 50mm in thickness placed upon a base mounting approved by the Board; or
 - (b) not be less than 100mm in thickness if it is not to be placed upon a base mounting.

Division 4—General

Carrying out Monumental Work

49. (1) A person shall not carry out monumental work upon a grave within a Cemetery:

- (a) unless the monumental work has first been approved by the Board; and
- (b) except in accordance with plans and specifications first approved by the Board.

Application for Monumental Work

50. (1) The Board may upon receipt of an application in writing by any person in the form prescribed by the Twelfth Schedule and upon payment of the set fee issue to the Applicant a permit authorising the Holder to carry out monumental work upon a particular grave specified in the application at such time and on such days and subject to such conditions as the Board shall specify upon the issue of that permit or in this By-law.

- (2) All applications referred to in sub-clause (1) shall be accompanied by:
 - (a) the plans and specifications of the monument, which plans and specifications shall include precise details of all words, designs and pictures intended to be inscribed upon or attached to the monumental work;
 - (b) the written consent of the Holder of the Grave;
 - (c) the quoted cost of the proposed monumental work.

(3) The Board may reject any application referred to in sub-clause (1) where it considers the proposed monumental works are inappropriate or unbecoming.

Monuments to be Kept in Good Repair and Condition

51. The Holder shall keep the grave the subject of the grant and all monuments upon it in good repair and condition.

Placing of Glass Domes and Vases

52. A person shall not place glass domes, vases or other grave ornaments:
- (a) outside the perimeter of a grave in a Cemetery; or
 - (b) on the lawn in an area set aside by the Board as a lawn or a memorial plaque section.

Plants and Trees

53. A person shall not plant trees, shrubs or plants on the surface of or within one metre of the outside perimeter of any grave in a Cemetery without the prior approval of the Board.

Materials

54. (1) A person who proposes to carry out monumental work in a Cemetery shall:

- (a) use material of good quality; and
- (b) not use any plastic or epoxy based substances for the in-filling of inscriptions on headstones, tablets or any other monumental work.

(2) An Authorised Officer may reject any material that in the Officer's opinion is not good quality and the person who brought such material into the Cemetery shall forthwith remove it therefrom.

Use of Wood

55. A person shall not place wooden fences, railings, crosses or other wooden erections within a Cemetery unless:

- (a) the wooden material is a temporary marker; and
- (b) the person has obtained the prior approval of the Board.

Operation of Work

56. All material required in the erection or completion of any monumental work shall:

- (a) be prepared as far as practicable before being brought into a Cemetery; and
- (b) be admitted at such entrances of a Cemetery and at such times as the General Manager may direct.

Placement of Monumental Work

57. (1) A person shall not place monumental work in a Cemetery other than on proper and substantial foundations to the satisfaction of an Authorised Officer.

(2) Notwithstanding Clause 46(d), all monuments in a Cemetery exceeding 1.8m in height when erected or 500kgs in weight shall have foundations extending to the bottom of the grave.

Placement of Rubbish

58. (1) A person shall not place rubbish soil, sand or any other surplus material resulting from monumental work upon any grave.

(2) Notwithstanding Clause 59, a person carrying out monumental work within a Cemetery shall remove from that Cemetery all surplus material resulting from that work, upon its completion.

Removal of Sand, Soil or Loam

59. Subject to Clause 58(2), a person shall not remove sand, soil or loam from any portion of a Cemetery unless that person has the permission of the Board.

Supervision

60. (1) All monumental work within a Cemetery shall be carried out in a professional manner subject to the direction and/or supervision of an Authorised Officer.

(2) All persons carrying out monumental work within a Cemetery shall forthwith comply with any direction given by an Authorised Officer in accordance with sub-clause (1).

Hours of Work

61. A person shall not work within a Cemetery without the permission of the General Manager or a person authorised by the Board:

- (a) other than during the days and hours specified in clause 18(1)(c);
- (b) on Saturdays and Sundays; or
- (c) on public holidays.

Conditions of Work

62. A person carrying out monumental work within a Cemetery shall not leave any uncompleted monumental work in an untidy or unsafe condition.

*Division 5—Licensing of Monumental Masons***Application for a Monumental Mason's Licence**

63. (1) The Board may upon receipt of an application in writing by any person, firm or company in the form prescribed in the Thirteenth Schedule and upon payment of the set fee issue to the applicant a monumental mason's licence.

(2) A licence issued under clause 63 (1) authorises the holder to carry out monumental works within a Cemetery subject to the provisions of this By-law and such conditions as the Board shall specify upon the issue of that licence.

Period of Licence

64. A monumental mason's licence:

- (a) shall be valid from the date specified therein until the 30th day of June next following the date of commencement of the licence or until the licence is determined pursuant to clause 67, whichever shall occur sooner; and
- (b) shall not be transferable.

Carrying out Monumental Work

65. A person shall not carry out monumental work within a Cemetery unless that person is the holder of a current valid monumental mason's licence issued pursuant to clause 63 or does so as the employee of or principal of a firm or a director of a company which holds such licence or is otherwise authorised by the Board.

Responsibilities of the Holder of a Monumental Mason's Licence

66. The holder of a monumental mason's licence shall be responsible for the compliance by every person purporting to be authorised to carry out monumental works within a Cemetery pursuant to that licence with all the requirements of the licence, this By-law, the Cemeteries Act and the Occupational Health Safety and Welfare Act and the conditions pursuant to which that licence was issued.

Cancellation of a Monumental Mason's Licence

67. (1) The Board may by notice in writing to the holder of a monumental mason's licence determine the licence forthwith on any of the following grounds:

- (a) That the holder of the licence has committed a breach of this By-law, the Cemeteries Act, the Occupational Health Safety and Welfare Act or any of the conditions upon which the licence was issued;
- (b) That, in the opinion of the Board, the conduct of the holder of the licence or any person in the employ of that holder in carrying out or attempting to carry out any works within a Cemetery, is inappropriate or unbecoming; or
- (c) That the holder of the licence has purported to transfer the licence issued to that holder.
- (d) Upon determination of a monumental mason's licence under this clause no part of any fee paid for the issue of that licence is refundable by the Board.

*Division 6—Single Monumental Work Permits***Application For a Single Monumental Work Permit**

68. The Board may upon receipt of an application in writing by any person in the form prescribed by the Fourteenth schedule and upon payment of the set fee issue to the applicant a single monumental work permit authorising the holder to place a monument within a Cemetery subject to such conditions as the Board shall specify upon the issue of that permit or in this By-law.

Specifications and Details

69. Every application for a single monumental work permit made in accordance with clause 68 shall include an application for monumental work in the form prescribed by clause 50.

PART IX—GENERAL**Vehicles**

70. (1) A person shall not drive a vehicle:

- (a) in a Cemetery at a speed exceeding 25kph;
- (b) in a Cemetery in any manner likely to cause detriment to the safety of pedestrians or other users of the Cemetery;
- (c) in a Cemetery other than on those roads directed to be used by an Authorised Officer;
- (d) in a Cemetery other than in accordance with the directions of an Authorised Officer; or
- (e) on any part of a Cemetery that is not a constructed roadway or parking area or designated by the Board as an area in which vehicles may be driven.

(2) A person shall not stand or park a vehicle on any part of a Cemetery:

- (a) if the standing or parking of vehicles on that part is prohibited at all times by a sign; or
- (b) so as to cause an obstruction to or impede the flow of traffic.

Animals

71. (1) Subject to sub-clause (3), a person shall not bring an animal into or permit an animal to enter or remain in a Cemetery;

(2) Subject to sub-clause (3), the Board or an Authorised Officer may seize and remove any animal found in a Cemetery.

(3) Sub-clauses (1) and (2), shall not apply to a hearing impaired person or a person who is blind or partially blind and is accompanied by a hearing or guide dog.

Fireworks or Firearms

72. (1) A person shall not bring or discharge any fireworks within a Cemetery.

(2) A person shall not bring or discharge any firearms within a Cemetery except in the case of a military funeral when firearms may be brought into a Cemetery and discharged by members of the Defence Force.

(3) In this Clause, "Defence Force" has the same meaning as is given to that expression in the Defence Act 1903.

Damaging and Removing Objects

73. (1) Subject to sub-clause (2), a person shall not damage, remove or pick any tree, plant, shrub or flower in a Cemetery or any other object or thing on any grave or memorial or which is the property of the Board without the permission of the Board.

(2) A person may remove withered flowers from a grave or memorial.

(3) A person who removes withered flowers from a grave or memorial shall place them in a receptacle provided by the Board for that purpose.

Advertising

74. A person shall not carry on or advertise any trade, business or profession within a Cemetery without the prior written approval of the Board which consent may be granted subject to such conditions as the Board thinks fit.

No Benefits or Gratuities

75. A person employed by the Board shall not accept any gratuities or receive any financial benefit from any work undertaken within a Cemetery other than the remuneration or benefit paid or given to that person by the Board.

Littering

76. A person shall not:

- (a) break or cause to be broken any glass, ceramics or other material in or upon a Cemetery;
- (b) discard, deposit, leave or cause to be discarded, deposited or left any refuse or litter in or upon a Cemetery other than in a receptacle provided for that purpose.

Disruption of Funeral Processions

77. A person shall not obstruct, hinder or disrupt a funeral procession or ceremony within a Cemetery or commit a nuisance disrespectful of the feelings and welfare of other users of a Cemetery.

Entry

78. A person shall not enter or remain within a Cemetery other than during the hours between sunrise and sunset except with the approval of the Board or an Authorised Officer.

Swimming

79. A person shall not swim or wade in or remove fish or wildlife from lakes, tanks or other water features within a Cemetery.

Filming

80. A person shall not film a funeral or focus upon headstones and memorials within a Cemetery without the prior approval of:

- (a) the next-of-kin of the deceased person whose funeral, headstone or memorial is being filmed; and
- (b) the Board.

Camping

81. A person shall not camp in or upon a Cemetery.

Lighting Fires

82. A person shall not light a fire within a Cemetery without the prior approval of the Board.

Obeying Signs and Directions

83. A person shall obey all signs displayed, marked, placed or erected by the Board within a Cemetery and any other lawful direction of an Authorised Officer.

Removal from a Cemetery

84. (1) Any person failing to comply with any provision of this By-law or behaving in a manner that in the opinion of the Board or one of its Authorised Officers is in appropriate or unbecoming in a Cemetery may in addition to any penalty provided by this By-law be ordered to leave a Cemetery by the Board or an Authorised Officer.

(2) Any person failing to comply with an order to leave a Cemetery made pursuant to sub-clause (1) may be expelled from that Cemetery and shall not re-enter that Cemetery for a period of twenty-four (24) hours.

PART X—OFFENCES AND MODIFIED PENALTY**Offence**

85. A person who commits a breach of any provision of this By-law commits an offence and shall on conviction be liable to a penalty not exceeding \$500 and if the offence is a continuing one to a further penalty not exceeding \$20.00 for every day or part of a day during which the offence is continued.

Modified Penalties

86. (1) A person who:

(a) receives an infringement notice pursuant to sub-section (1) of Section 63 of the Act; and

(b) does not contest that an offence was committed against this By-law, may, within the time specified in the notice, pay to the Board the modified penalty payable with respect to that offence.

(2) The offences and modified penalties prescribed with respect to offences against this By-law shall be as specified in the Fifteenth Schedule.

(3) The prescribed form of the notice referred to in Section 63 (1) of the Act is set out in the Sixteenth Schedule.

(4) The production of an acknowledgment from the Board of the payment of a modified penalty is a defence to a charge of the offence in respect of which that penalty was paid.

(5) If it appears to the Board that an alleged offence cannot be adequately punished by the payment of the modified penalty then the Board may refrain from accepting the modified penalty and may in lieu take proceedings against the alleged offender in a Court of Petty Sessions.

(6) A notice sent under section 63 (3) of the Act withdrawing an infringement notice served under section 63 (1) in respect of an offence alleged to have been committed against one of the provisions of this By-law shall be in or to the effect of the Seventeenth Schedule.

First Schedule**CEMETERIES ACT 1986****METROPOLITAN CEMETERIES BOARD BY-LAW****Declaration of Ownership of Missing "Grant of Right of Burial"**

I, (a)

of (b)

do solemnly and sincerely declare as follows:

1. I am the person described as (c)
in the Grant of Right of Burial numbered
issued by the Metropolitan Cemeteries Board on the day
of One thousand nine hun-
dred and

2. (d)

3. I have not transferred any of my rights under the said Grant to any person. And I make this solemn declaration by virtue of Section 106 of the Evidence Act 1906.

Declared at Perth in the State of Western Australia
this day of 19 before me:

(a) Full name of Declarant.

(b) Address and Occupation of Declarant.

(c) State whether Grantee or Assignee.

(d) Set out circumstances leading to loss or destruction of Grant, and if lost, action taken by Declarant to ascertain whereabouts of Grant.

Second Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW

Transfer of Grant of Right of Burial

To the Members of the Metropolitan Cemeteries Board

I,
of
being the holder of a "Grant of Right of Burial" numbered
in the Cemetery for good
and valuable consideration do hereby Transfer and make over All my said Right
to
of
and further request that the Board approve of and allow the transfer.
Dated this day of 19....

Signature of Transferer

Signature of Transferee

Signature of Witness

Approved and allowed by the Board on the day
of 19....

Chairman

Third Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
Application for Burial and Instruction for Grave

Application No.
Surname of Deceased:
Other Names:
Occupation:
Address: Suburb/Town:
(Street Name and Number)
Age: . Date of Death:/...../19....
Date & Time of Burial:/...../19....m
Religious Affiliation/Area:
Section: Grave No:
Length & Width of Coffin: Depth of Grave:
Size of Ground: Grant Number:
Grave Type: P F G S N D or Q Place "X" in Box if First Interment

Male: Female:

Is a Grant Required:
No: YES:

Other Application Numbers:

Grid of six empty rectangular boxes for other application numbers.

Name and Address of Applicant for/or Current Holder of Grant of Right of Burial:

.....
.....

Signature: Date:/...../19....

Name of Minister or Person
Officiating

Name of funeral Director:

Signature:
Date:...../.....19..

Signature:
Date:...../...../19..

Name and Address of Person Making Application for Burial:

.....
.....

Signature: Date:/...../19...

Doctor's Cert. Rec'd: Coroner's Order Rec'd:

Grant of Burial Sent:/...../19.... Receipt no. Issued:

Monumental Mason: Date Works Approved:/...../19....



Fourth Schedule
CEMETERIES ACT 1986

METROPOLITAN CEMETERIES BOARD BY-LAW
Application for Cremation and Instruction for Ashes

Application No

Surname of Deceased:

Other Names:

Occupation:

Address: Suburb/Town:
(Street Name and Number)

Age: Date of Death:/...../19....

Date & Time of Burial:...../...../19....m Religious Affiliation/Area:

Section: Grave No:

Grant Number: Grave Type: P F G S N D or Q

Male:

Female:

Other Application Numbers:

Name and Address of Administrator:

.....
.....
.....

Signature:

Date:

Disposal Details:

.....
.....

Name of Minister or Person
Officiating

Name of Funeral Director

.....

Signature: Signature:

Date:/...../19.... Date:/...../19....

Date Cremation Permit Issued:/...../19....

No. of Cremation Permit:

Receipt No: Plaque Order:

Telephone No: Advise:

Cert. of Cremation Prepared:/...../19....

Letters re Disposal of Ashes Sent:/...../19....

Ordered:/...../19....

ORDER No:

Completed:/...../19....

Fifth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
Certificate of Identification

I,
of
hereby certify that on the day of
19.... at
I identified the body of a deceased person as that of
The body was in a coffin bearing the name plate/inscription marked
.....
Signed:
Witness:

Sixth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
Certificate Dispensing With Identification

I,
of
the funeral director engaged to arrange the funeral of the body of
.....
hereby certify that the body of the said deceased has not been identified
because:—
* in my opinion, the body is not in a fit state to be viewed.
* after reasonable effort I have been unable to have an identification
made.
Dated the day of 19....
Signed:
Witness:
* delete if inapplicable.

Seventh Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
Application for Funeral Director's Licence

(i)
hereby applies for the issue of a licence for the period beginning
..... day of 19....
and ending the 30th day of June 19.... (ii) to undertake
funerals within the Cemetery and in
support of such application supplies the following particulars:—
1. To be completed by all Applicants:—
(a) Trading name of business
(b) Address from which business will be carried on
.....
..... Tel No.
(c) Number of years for which Applicant has previously held a Funeral
Director's Licence
(d) Details of offences under the Cemeteries Act, Cremation Act or the
By-laws of any Cemetery for which the Applicant or persons employed
by the applicant have been convicted
(e) Full name, address and capacity of person completing this application
(iii)
2. To be completed if Applicant is a Company:—
(a) Full names and address of:—
Director/s
Manager/s
Secretary
(b) Registered Office

- 3. To be completed if Applicant is A Partner:—
Full name and address of partner/s
.....
.....
- 4. To be completed if Applicant is neither Company nor Partnership:
Full name (iv)
Address
Signature of person complet-
ing application
.....

DIRECTIONS FOR COMPLETION

- (i) Name of Applicant or Company or business name.
- (ii) The maximum period is one year.
- (iii) State whether applying in person or own behalf, or as a partner of a firm or a manager of a Company.
- (iv) If this information has already been given under item 1(e) write "as in item 1(e)".

OFFICE USE ONLY

Received Referred to Board
Approved Licence issued

Eighth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
Funeral Director's Licence

(a)
of
is hereby licensed to undertake funerals within the
..... Cemetery from the day of
..... 19.... until the 30th day of June 19....
Place of business
Conditions
.....
Given this day of 19....
by authority of the Metropolitan Cemeteries Board.

.....
General Manager

Ninth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW

Application No.
Date

CEMETERIES ACT 1986
APPLICATION FOR SINGLE FUNERAL PERMIT

I
of
hereby make application for the issue of a Single Funeral
Permit for the funeral of the late
..... to take place on
within the Cemetery and in support of
such application I declare as follows:

- (1) That I have in my possession a doctor's certificate or coroner's order, or in the instance of cremation a "Permit to Cremate".
- (2) That in the event of Burial:
 - (a) I am the holder of the Grant of Right of burial for the grave;
 - (b) I shall produce to the Board the written consent of the holder of the grave for me to exercise the Rights to bury the abovenamed deceased person in the grave.

The Board reserves the right to vary an entry as may be necessary or to refuse an entry considered to be unsuitable.

The required wording for your chosen memorial may be entered in the spaces below.

Please also complete the details on the reverse side and return to the Metropolitan Cemeteries Board, P.O. Box 53, Claremont W.A. 6000 or visit any of our offices where staff will gladly assist you.

Please print or type clearly. Use one letter per space and leave a space between words and dates.

NOTE: 26 letters and spaces in line 1 and 36 letters and spaces lines 2-8 accepted for Book of Remembrance.

The Metropolitan Cemeteries Board cannot accept responsibility for lack of clarity or incorrect information in inscription details.

Signature

Date

Eleventh Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
 Options

- Niche Wall
- Memorial Wall
- Garden of Remembrance
- Ground Niche
- Memorial Rose, Tree or Shrub
- Family Shrub
- Memorial Desk
- Granite Seat
- Family Grave
- Book of Remembrance
- Non-standard memorials approved by the Board
- Scattering to the Winds
- Memorial Gardens

Twelfth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
 Application for Monumental Work

Application No.
 Grant No.

Name of Deceased
 Area Section Grave No.
 Name of Applicant
 Address of Applicant

I Hereby Certify That I Am Authorised As/By The Holder Of The Grant Of Right Of Burial For The Abovementioned Grave To Approve Erection Of The Memorial Detailed Herein And I Accept That The Approval Issued Will Be Subject To Conditions Stipulated In The Cemeteries Act, The Grant Of Right Of Burial And The By-Laws And Regulations Now Or Hereafter In Force.

Signature Date

NOTE: The Board is Indemnified Against Any Liability Attributed to Any Incorrect Statements or Information Contained in This Form.

Details of Mason:

This Section to be Completed by the Monumental Mason

Name of Firm Quoted Cost
Date

Address

Signature of Mason

Do You Wish To: (Please Tick)

Add Further Inscription

Renovate Or Add Further

Install a New Memorial

Monumental Work

Plan and Specifications:

NOTE: All Plans and Specifications of Memorials Submitted Must be Carefully Drawn and Fully Dimensioned and all Materials Specified. All Description To Be In Block Letters, All Ornaments Etc. To Be Shown and Dimensioned. Size Of Dowels And Dowel Holes To Be Specified.

Thirteenth Schedule

CEMETERIES ACT 1986

METROPOLITAN CEMETERIES BOARD BY-LAW

Application for Monumental Mason's Licence

I apply on behalf of the firm/s trading as for a licence to work within the Cemetery as a Monumental Mason during the year ending 30 June 19....

I have been involved in the Monumental Masonry trade for years.

I agree to comply with By-laws, Regulations and Policies now and hereafter in force. I understand that this licence may be cancelled by the Board, subject to my right of appeal.

Signed:

Name:

On behalf of:

(Firm name/s)

.....

Office Use: Monumental Mason's Licence.

Date Received: / /19

Date Approved: / /19

Receipt No.:

Conditions:

.....

Signed:.....
Metropolitan Cemeteries Board

Fourteenth Schedule

CEMETERIES ACT 1986

METROPOLITAN CEMETERIES BOARD BY-LAW

Application for Single Monumental Work Permit

I,

of

hereby make application for the issue of a Single Monumental Work Permit

to undertake monumental work on grave

within the Cemetery on the

day of 19....

In the event of a Permit being issued I agree to comply with the By-Law, Regulations and all Conditions prescribed by the Board.

Signed:

Date:

Single Monumental Work Permit

This is to certify that of is authorised to undertake monumental work as detailed above.

Signed: Date: For the Metropolitan Cemeteries Board

Single Monumental Work Permit

OFFICE USE:

Date Received/...../19.... Receipt Number: Date Approved:/...../19.... Conditions:

Fifteenth Schedule CEMETERIES ACT 1986 METROPOLITAN CEMETERIES BOARD BY-LAW

Table with 4 columns: Item No., Clause, Nature of Offence, Modified Penalty. Lists 17 items with corresponding penalties ranging from \$30.00 to \$50.00.

Sixteenth Schedule CEMETERIES ACT 1986 METROPOLITAN CEMETERIES BOARD BY-LAW

Infringement Notice

To: (Name) (Address)

It is alleged that at : Hours on day of 19 ... at You committed the offence indicated hereunder by an (X) in breach of Metropolitan Cemeteries Board clause number

Authorised Officer

Penalty	Penalty
Animal at large	Excessive Speed in vehicle
Entry out of hours	Unauthorised vehicle use
Swimming or fishing	Unauthorised removal of property
Disobeying lawful signs	Unauthorised advertising or trading
Unauthorised filming	Dumping rubbish
Unauthorised camping	Committing a nuisance
Non-removal of rubbish	Unauthorised fireworks/firearms
Unauthorised removal of materials	Unauthorised lighting of fires
	Other offence

\$

You may dispose of this matter:

By payment of the penalty as shown within 21 days of the date of this notice to the Metropolitan Cemeteries Board, Karrakatta Cemetery, Railway Road, Karrakatta between the hours of 9.00am and 4.00pm Monday to Friday.

If neither the prescribed penalty is paid nor representation is made within the time specified, Court proceedings may be instituted against you.

Please Make Cheques Payable To Metropolitan Cemeteries Board. Payments By Mail Should Be Addressed To The General Manager, P.O Box 53, Claremont, 6010.

Do Not Detach. Please Complete Part 2 And Present This Notice Intact When Making Payment.

Seventeenth Schedule
CEMETERIES ACT 1986
METROPOLITAN CEMETERIES BOARD BY-LAW
 Withdrawal of Infringement Notice

No
 Date/.../.....

To (1)

Infringement Notice No. dated/.../..... for the alleged offence of (2)

Penalty (3) \$..... is hereby withdrawn.

(Delete whichever does not apply)

* No further action will be taken.

* It is proposed to institute court proceedings for the alleged offence.

- (1) Insert name and address of alleged offender.
- (2) Insert short particulars of offence alleged.
- (3) Insert amount of penalty prescribed.

The By-law was adopted by members of the Metropolitan Cemeteries Board at a duly convened meeting of the Board held on February 28th, 1991.

Given under the Common Seal of the Metropolitan Cemeteries Board by authority of the Board.

J. MOILER, Chairman.
 E.W. BULLOCK, Acting General Manager.

Recommended—

DAVID SMITH, Minister for Local Government.

Approved by His Excellency the Governor in Executive Council this 31st day of March 1992.

D. G. BLIGHT, Clerk of the Council.