

APPLICATION TO ERECT PLAQUES, CROSSES, OR MEMORIALS IN PUBLIC PLACES

Applicant's Name:

Applicant's Address:

Applicants Phone Number/s

Contact Email:

Associated Club/ Organisation Name: If applying on behalf of an organisation please have the President or relevant senior authority sign below on the application.

President:

Secretary:

Date:

Plans and Specifications:

NOTE: All plans and specifications of memorials submitted must be carefully drawn and FULLY dimensioned and all materials specified. All descriptions to be in BLOCK LETTERS. All ornaments etc. to be shown and dimensioned. Applications without these documents will not be accepted.

Date of Proposed Installation:

Proposed Location:

Declaration:

1. I am responsible for and have been authorised to submit this application.
2. I have provided full plans and specifications as requested.
3. I am aware that some Memorials (depending on size and location) may require the Shire's Development Services Officer to review the project. I will be notified if this is the case.
4. I acknowledge I must abide by the Shire of Dundas Conditions of Installation provided to me on approval of the application. Incorrect installation of memorials may see the memorial removed.
5. I agree to indemnify (reimburse) the Shire of Dundas for any loss or damage which may arise from, or cause to or suffered by the Shire of Dundas either by negligence, or improper use by any person interacting with the memorial or plaque, or by reason of any accident there to whereby damage or loss may be occasioned to the Shire of Dundas or to any person or goods.
6. I understand that the Shire of Dundas will not be responsible for any maintenance, repair or replacement of the memorial or plaque due to accidental, aging, weathering or malicious damage.

Signature of Applicant or their Agent:

Date: _____ **Position/Role:** _____

Further Comment:

Dear Community Member / Organisation,

Memorials of Community Significance

The Shire of Dundas Council understands there are times when it is appropriate to recognise by way of a commemorative plaque or memorial a person, persons or event that has made significant contribution or had significant impact in the community.

Places of remembrance offer community a place of recognition and reflection and as such must be appropriate in their location, size and content.

It is important when making the application that you understand the requirements of Council to consider all factors when approving the installation of memorials. Council must look beyond the memorial itself, considering the environmental, safety, financial and community aspects of the installation.

Memorials of Personal Significance

The Shire of Dundas also recognises that with the loss of a loved one some families may wish to erect a cross or similar memorial. The Shire desires to deal with requests in a sensitive manner understanding that this is a sad and often distressing time for families.

Permanent personal memorials in public places must be considered carefully by Council as to the appropriateness and practical implications of the installation. Please meet with the CEO before applying.

White Crosses and Roadside Memorials

Main Roads WA is responsible for assisting families with roadside memorials on the Eyre and Coolgardie-Esperance Highways. Main Roads WA can be contacted via email enquiries@mainroads.wa.gov.au

Process:

1. Applicant to complete and submit **APPLICATION TO ERECT PLAQUES, CROSSES, OR MEMORIAL IN PUBLIC PLACES** form to the Shire.
2. A Shire Officer will prepare a report for Council regarding the application and may be in contact with you if more information is required.
3. Applications are approved or not by way of Council Recommendation at an Ordinary Meeting of Council.
4. Applicants informed of Council's decision.
5. If approved a Shire Officer will be assigned to assist you with the process of installation of the commemorative item.

Shire Use Only		
Date Received: _____		
Have all details been completed	Yes	No
Application approved?	Yes	No
Charges: _____	Receipt Number: _____	
Officer Signature: _____	Print Name: _____	Date: _____