

# Application to Transfer Ownership or Change Rights of Burial for a Reserved Plot



Please complete the details below to transfer your reserved plot to a new owner.

## Current Certificate Holders Details

|  |                   |      |
|--|-------------------|------|
| Plot Certificate Number                        |                   |      |
| Name   |                   |      |
| Address/<br>City/Town                          |                   |      |
| Telephone Number<br><i>(include area code)</i> | E-mail<br>Address |      |
| Name of<br>Cemetery                            |                   |      |
| Section  | Block             | Plot |
| Current Person(s)<br>with Rights to Burial     |                   |      |

## New Owner Details

|   |                   |  |
|---|-------------------|--|
| New Plot<br>Owner Name  |                   |  |
| Address/<br>City/Town   |                   |  |
| Telephone number<br><i>(include area code)</i>                  | E-mail<br>Address |  |
| New Name of Person(s) Granted<br>Right of Burial for Above Plot |                   |  |

## Declaration

I (please print name) \_\_\_\_\_ authorise and instruct the Thames-Coromandel District Council to transfer ownership and/or change person/s with rights of burial to this plot to the abovementioned person/s. I acknowledge that I will no longer have any rights to the plot and that all rights to it pass to the new owner.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (DD/MM/YYYY)

\_\_\_\_\_  
Witnessed by (please print)

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Date (DD/MM/YYYY)

**Office  
use only**

CONFIRM OWNERSHIP DETAILS

UPDATE DATABASE RECORD

ISSUE NEW CERTIFICATE

CHECK DATABASE

REVOKE CERTIFICATE

CERTIFICATE NUMBER

COMPLETED BY (CSR)

DATE