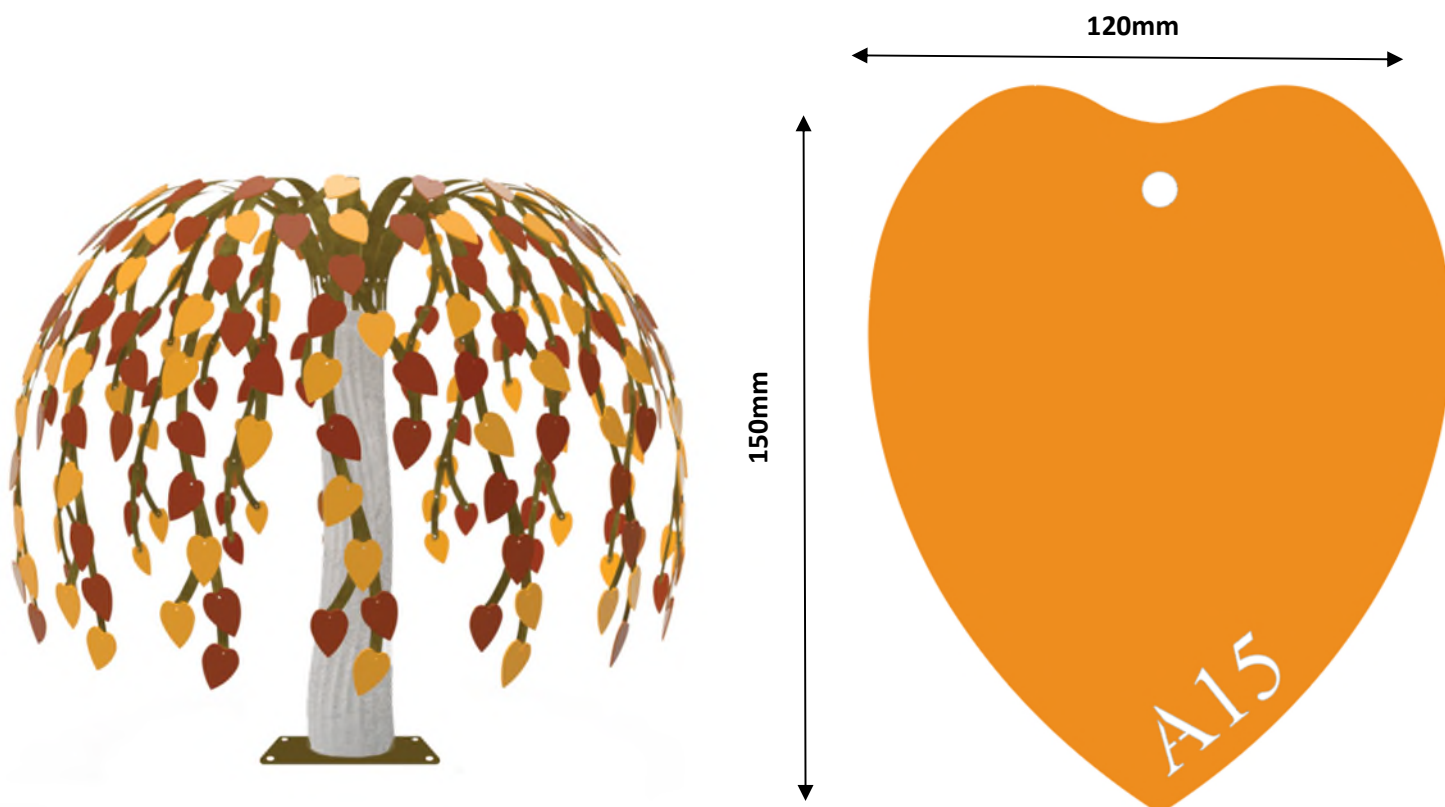


NORTH SHIELDS GARDEN CEMETERY APPLICATION FOR LEAF PLAQUE ON MEMORIAL TREE

Applicant Name: _____	
Postal Address: _____	
Phone: _____	Email: _____
Person Responsible for payment of fees (if different to above): _____	
Postal Address: _____	
Phone: _____	Email: _____

I (the applicant) hereby make an application for the following memorial at the North Shields Garden Cemetery:

MEMORIAL FEE	MEMORIAL FEE As at 1 st July 2023
<input type="checkbox"/> Supply & Installation of Leaf on Memorial Tree (incl. 10 lines of text, 1 motif and plot number on plaque)	\$418.00
<input type="checkbox"/> Reservation of Leaf on Memorial Tree (non-refundable)	\$55.00



Instructions Regarding Use of Memorials

- | | |
|--|--|
| <ul style="list-style-type: none"> • Payment to be made once plaque has been ordered. • All applications subject to regulation of cemetery authority. • Applications only accepted on prescribed form. • Proof will need to be signed off by applicant once received back from supplier. | <ul style="list-style-type: none"> • Full detail of wording of proposed inscription and accurate translations of inscriptions if not in English on attached page. • Plaques can take up to 4-6 weeks to arrive. • First 3 proofs free of charge, thereafter each additional proof will incur a fee of \$25.30 |
|--|--|

DETAILS OF WORDING TO BE INSCRIBED ON THE PLAQUE:

Please Note:

Any more than 10 lines, a fee of \$38.50 per line is charged

Maximum lines: 15

A fee of \$56.90 will be charged for an additional motif

Maximum Motifs: 2



MAROON



AUTUMN YELLOW

Please note: The colour of your plaque is predetermined by the location of your plaque. Please ensure you are happy with both the location and the colour of your plaque.

Plaque Location: Branch _____ **Leaf** _____

Motif: _____

I acknowledge that I have read and understood the instructions regarding use of memorials and hereby apply to order a plaque with details within the application.

Full name: _____

Applicant signature: _____ **Date:** _____

OFFICE USE ONLY:

Approved: Yes / No **Authorised by:** _____ **Signature:** _____

- | | |
|--|---|
| <input type="checkbox"/> Create purchase order in Altus | <input type="checkbox"/> Invoice for plaque - Inv#: _____ |
| <input type="checkbox"/> Purchase order authorised. PO#: _____ | <input type="checkbox"/> Amount owing: _____ |
| <input type="checkbox"/> Email order - record#: _____ | <input type="checkbox"/> Receipt No: _____ |
| <input type="checkbox"/> Proof received - record#: _____ | <input type="checkbox"/> Plaque received & checked: _____ |
| <input type="checkbox"/> Proof approved by applicant: _____ | <input type="checkbox"/> Payment received – date: _____ |
| <input type="checkbox"/> Email approved proof - record#: _____ | <input type="checkbox"/> Contact curator for collection |