

10003-106 Street, Westlock, AB T7P 2K3
 Phone: 780-349-4444
 Email: info@westlock.ca

CEMETERY MONUMENT INSTALLATION PERMIT

No. _____

SECTION: _____

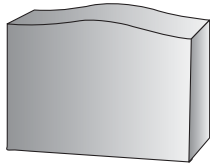
BLOCK: _____

PLOT NO: _____

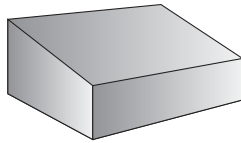
The Owner assumes responsibility to maintain the monument, or gives the Town of Westlock the right to remove the monument should it fall into a state of disrepair. I the undersigned am aware of my responsibility as the owner of the monument described herein.

Name (s) of Deceased:		Date of Death:
Name of Owner of Interment Rights:	Mailing Address:	Daytime Phone Number:
Email:		
Name of Monument Company:	Phone Number:	Date Monument Work to be Done:
Email:		

TYPE OF MONUMENT



Upright Monument



Pillow Type Monument



Flat Monument

DIMENSIONS	FOUNDATION	BASE	MONUMENT
LENGTH:			
WIDTH:			
HEIGHT:			

MATERIAL

- Bronze
- Granite
- Marble
- Other: _____
requires pre-authorization

Continuous Foundation Yes No

TYPE OF INSTALLATION

- New installation specify SINGLE or DOUBLE
- New installation on Columbarium #1 #2 #3 #4
- Removal for alteration/repair (no permit required)
- On-site alteration/repair (no permit required)
- Permanent removal (no permit required)

Is there an existing monument Yes No

A Permit will not be accepted without the diagram being attached including the text. Must include base and foundation dimensions and monument material.

The Town will not be responsible for any monuments placed without pre-authorization, nor responsibility for misplacement of monuments or damages to monuments incurred during the placement.

Owner of Interment Rights Signature

Date

ADDITIONAL COMMENTS/DRAWINGS

including accessories and placement on plot

OFFICE USE ONLY

Compliance Approval for Size and Content (Office Staff Only)

Approved

Not Approved

Signature

Date

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for administering cemetery services. This collection is authorized by section 4(c) of the *Protection of Privacy Act (POPA)*. The personal information that you provide may be made public, subject to the provisions of the *Access to Information Act (ATIA)*. If you have any questions about the collection, use, and disclosure of this information, please contact the Access to Information and Protection of Privacy Coordinator with the Town of Westlock at 780-349-4444.

IT IS YOUR RESPONSIBILITY TO ENSURE THAT ADMINISTRATION IS NOTIFIED FIVE (5) BUSINESS DAYS PRIOR TO MONUMENT INSTALLMENT TO PROVIDE ADEQUATE TIME TO HAVE THE PLOT MARKED. YOU CAN PROVIDE THE NOTIFICATION BY PHONE, FAX, OR EMAIL.

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