



te kaunihera ā-rohe o  
**matamata-piako**  
district council

# Application to sell Reserve Plot back to Council

*Please complete:*

## Owner's Details

Plot owner: \_\_\_\_\_

Postal address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

## Plot:

Name of Cemetery: \_\_\_\_\_

Block No.: \_\_\_\_\_ Row No.: \_\_\_\_\_ Plot No.: \_\_\_\_\_

## Refund:

Bank Deposit – (please supply a pre-printed bank deposit slip)

Bank Account Details

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Bank

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Branch

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Account Number

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Suffix

Account Name \_\_\_\_\_

Bank \_\_\_\_\_

Branch \_\_\_\_\_ Town/City \_\_\_\_\_

**Declaration**

*I (please print name) \_\_\_\_\_ authorise the Matamata-Piako District Council to release my reservation plot and refund the fee paid at time of reservation. I understand that there is a \$60.00 charge to process this request.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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

Witness' signature: \_\_\_\_\_

**Office Use Only**

File: 301. \_\_\_\_\_

- Confirm ownership details
- Check records/register.
- Check physical site for monument/plaque
- \$60.00 Fee (297)
- Send payment request to FABS
- Update records / register
- Revoke certificate No.: \_\_\_\_\_
- Acknowledgement letter sent

Date Received

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

