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| Assistance payment program for low activity cemeteries |
| Application form |
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**Note: Cemetery trusts must read the *Assistance payment program for low activity cemeteries guidelines* before completing this form.**

# Cemetery trust details

|  |  |
| --- | --- |
| Cemetery trust:  |  |
| Contact person and position:  |  |
| Email address:  |  |
| Postal address (if no email address is available): |  |
| Phone number:  |  |

# Eligibility

|  |  |
| --- | --- |
| Has the trust submitted the most recent Abstract of Accounts?  | [ ]  YES [ ]  NO |
| Did the trust report less than $5,000 in financial assets in the most recent Abstract of Accounts? (Not including funds received from grant programs) | [ ]  YES [ ]  NO |
| Did the trust report 5 or fewer interments in the last financial year? | [ ]  YES [ ]  NO |
| Does the trust have an ABN? | [ ]  YES [ ]  NO |
| Has the trust reviewed its fees in the past two years? | [ ]  YES [ ]  NO |

# Proposed activity/expenditure details

The assistance payment for low activity cemeteries is a fixed amount set by the department. See the ***Assistance payment program for low activity cemeteries guidelines*** for the current financial year’s grant amount.

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| Describe the proposed activity/expenditure: |
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# Cemetery trust authorisation

This form must be signed by three current trust members.

|  |  |  |
| --- | --- | --- |
| Trust member name | Signature | Date |
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# Electronic Funds Transfer

## Contact and Banking details

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| Cemetery trust:  |
| Postal address: |
| Suburb:  | Postcode:  |
| Email:  | Contact person:  |
| ABN:  |
| Bank:  |
| Branch:  |
| BSB:  |
| Account number:  |
| Account name:  |

## Verification of bank details

|  |  |
| --- | --- |
| Please obtain a bank stamp (initialled and dated) to verify the bank account details provided or attach a cancelled cheque or bank deposit slip. | Stamp: |

## Signature of trust chairperson or representative

|  |  |  |
| --- | --- | --- |
| Name | Signature | Date |
|  |  |  |

# Lodgement

Email: cemeteries@health.vic.gov.au

Post: Divisional Portfolio Entity and Appointments Advisory Unit
 Department of Health

 GPO Box 4057

 MELBOURNE VIC 3001

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