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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

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| --- | --- |
| 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.

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

## Contact and Banking details

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

## Verification of bank details

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| --- | --- |
| 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](mailto: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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