

Berwick and Harkaway Cemeteries Trust

A.B.N. 63 911 493 583

Schedule of Fees - Effective 1 January 2016

P.O. Box 737

Berwick Vic. 3806

Tel / Fax: 9769 5975

enquiries@berwickcemetery.com.au

Fee Description	Fee (Excludes GST)	Fee (Includes GST)
Administration Fees Miscellaneous – Certificate	50	
Administration Fees Miscellaneous – Interment administration	200	
Administration Fees Miscellaneous – Interment out of standard hours		275
Administration Fees Miscellaneous – Own site selection – Any Site	230	
Administration Fees Miscellaneous – Own site selection – Premium Site	345	
Administration Fees Miscellaneous – Search of cemetery records	35	
Interment Services - Exhumation	2480	
Interment Services Interment of bodily remains – Adult – first Interment – Lawn & Monumental		1460
Interment Services Interment of bodily remains – Child – First interment – Lawn & Monumental – Stillborn and infants to 12 months		610
Interment Services Interment of cremated remains – Interment in any grave, rock, rose, shrub or tree space	360	
Interment Services Lift and Reposition	2480	
Interment Services Oversized Grave (Coffin/Casket) – Lawn & Monumental		260
Interment Services Oversized Grave (Triple Depth machine only) – Lawn & Monumental		260
Interment Services Re Opening Grave - Lawn & Monumental		1460
Interment Services Removal of ledger - family to engage a monumental mason to remove and replace		
Memorial permit fees Certification – second and additional inspection for monument completion certificate	65	
Memorial permit fees Installation – Affixing bronze externally supplied plaque and or granite panel or other base by cemetery – affixing or installation or placement fee	70	
Memorial permit fees Installation – New headstone and base without existing foundation – Single Grave	260	
Memorial permit fees Installation – New headstone and base without existing foundation – Each additional grave forming the same monument	41	
Memorial permit fees Installation – New monument without existing foundation – Single Grave	530	
Memorial permit fees Installation – New monument without existing foundation – Each additional grave forming the same monument	65	
Memorial permit fees Renovation – Major – Single Grave	170	
Memorial permit fees Renovation – Minor – Single Grave	115	
Memorial permit fees Renovation – Major – Each additional grave forming the same monument	41	
Memorial permit fees – Out of standard hours	100	
Memorialisation – Base – Harkaway Cemetery (Tan Brown) or Berwick Cemetery (Grey) granite rest – Single		270
Memorialisation – Base – Harkaway Cemetery (Tan Brown) or Berwick Cemetery (Grey) granite rest – Double		310
Memorialisation – Memorial inscription	70	
Memorialisation – Plaque Standard Dual Plaque 381mmx279mm up to 3 lines (supplied and fitted) if required		910
Memorialisation – Plaque – Detachable Plate 4,5 or 6 line (2 nd interment) for dual plaque (supplied and fitted) if required		180
Memorialisation - Plaque – Standard Single Plaque 381mmx279mm up to 8 lines (supplied and fitted) if required		625
Memorialisation - Plaque – (Berwick Cemetery) Standard Plaque 229mmx184mm up to 8 lines (supplied and fitted) if required		320
Memorialisation – Plaque – (Harkaway Cemetery) Standard Plaque 230mmx230mm up to 10 lines		350
Memorialisation – Plaque – (Harkaway Cemetery) 150x150x10mm single grey granite		120
Memorialisation – Plaque – (Harkaway Cemetery) 150x385x10mm double grey granite		140
Memorialisation – Plaque – (Harkaway Cemetery) Inscription – per letter		5
Memorialisation – Plaque – (Harkaway Cemetery) Inscription – borders & motifs		36

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Right of Interment bodily remains At Need – Adult Lawn Grave (single or double depth)	1805	
Right of Interment bodily remains Pre Need – Adult Lawn Grave (single or double depth)	1805	
Right of Interment bodily remains At Need – Adult Monumental Grave (single or double depth)	1010	
Right of Interment bodily remains Pre Need – Adult Monumental Grave (single or double depth)	1010	
Right of Interment cremated remains At Need – Single 25 year tenure – Any grave, rock, rose, shrub or tree site	245	
Right of Interment cremated remains At Need – Single Perpetual tenure – Any grave, rock, rose, shrub or tree site	360	
Right of Interment cremated remains Conversion or Extension – Conversion – 25 yr to perpetual tenure – 2.5x value of 25 year fee	2.5x value of 25 year fee	
Right of Interment cremated remains Conversion or Extension – Conversion – Perpetual to 25 yr to tenure – 70% of perpetual tenure	70% of perpetual tenure	
Right of Interment cremated remains Pre Need – Single – Perpetual tenure – Memorial Rock - Large	1100	
Right of Interment cremated remains Pre Need – Single – Perpetual tenure – Memorial Rock - Medium	810	
Right of Interment cremated remains Pre Need – Single – Perpetual tenure – Memorial Rock - Small	425	
Right of Interment cremated remains Pre Need – Single – Perpetual tenure – Memorial Rose Garden - Space	750	
Right of Interment Surrender – Maintenance as per DH scale – Excluding admin cost	DH Weighted Scale (copy available on request)	

CONTACT DETAILS

- The Berwick Cemetery is on the Corner of Inglis and Buchanan Roads in Berwick (main entrance is via Inglis Road) – Melway Reference – 111 F6. There is no office or permanent staff on site and appointments need to be made by contacting as detailed below

The Harkaway Cemetery is at 202 Hessel Road Harkaway – Melway Reference – 111 B1. There is no office or permanent staff on site and appointments need to be made by contacting as detailed below

- Manager – Mr. Trevor Thompson
Contact Numbers – Mobile – 0477 111 304 or Phone/Fax – 9769 5975 (Mobile is best for quick and same day contact)
Email address – enquiries@berwickcemetery.com.au but please note emails may not be checked until late afternoon or evening
- Business Hours are Monday to Friday – 9.00 am to 5.00 pm

Funeral Bookings may be made during business hours and we require a minimum of 3 working days notice

NOTE: More urgent needs may be considered, however will depend on availability of grave digging contractors

EQUIPMENT AND PRESENTATION OF GRAVE SITE

- Funeral Directors will need to bring bearers and tapes.
- We do not have a lowering device, however do have a sand box.
- We will usually remove all soil from Lawn Section burials, may depend on weather and vehicle access.
- We will always place synthetic grass matting as appropriate over timbers and surrounding areas to present the grave and/or green shade cloth over stacked soil.
- Soil will usually be stacked and covered for Monumental Section burials.