

Roadside Memorial Notification Form

Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed prior to the installation of a roadside memorial in accordance with Council's Roadside Memorials Policy. No formal consent or approval under Council's Local Laws is required to install a roadside memorial however the responsible person must ensure the memorial complies with the relevant safety considerations detailed within the policy.



P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: rockhamptonregion.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Responsible Person Details		
Contact name:		
First	Middle	Last
Preferred contact number:	Email:	
Preferred delivery method: <input type="checkbox"/> Email <input type="checkbox"/> Post <input type="checkbox"/> Collect – Rockhampton, Gracemere, Mount Morgan <i>Email is the standard form of delivery. If this method is unsuitable, please select an alternative.</i>		
Residential Address		
Street number and name:		
Suburb:	State:	Postcode:
Postal address (if different):		
Site Details		
Location description:		
Suburb:	Postcode:	
Nearest street corner or GPS coordinate:		
Roadside Memorial Details		
Memorial date:		
Memorial description (eg. construction material, size, floral display):		
General Guidelines		
<ul style="list-style-type: none">All memorials are considered temporarySmall in size and securely fixedNo heavy materials or large objectsNot compromising safety of road users or visitors to the memorial siteNot obstructing traffic controls or creating a distractionLocated within the nature strip, not affixed to power poles, regulatory signs (traffic lights, stop signs) or in medians or roundabouts		

OFFICE USE ONLY	Date Received:	
	Council Reference No.:	

- Not impeding Council, utility or emergency service operations
- Views of local residents are retained and respected
- Responsible person will exercise due care and attention when installing or maintaining the memorial
- Council will attempt to contact the responsible person should relocation or removal be necessary

Declaration

I have read, understood and agree with the [Roadside Memorials Policy](#) and the General Guidelines above and confirm that the proposed roadside memorial complies. I submit this form and declare that the details are correct to the best of my ability.

Name:

Signature:

Date: