Cemetery - Update Personal Details

Northern Beaches Council

If you need help lodging your form, contact us	
Email	cemeteries@northernbeaches.nsw.gov.au
Phone	1300 434 434
Cemeteries	Manly Cemetery Griffiths Street, Manly NSW 2095
	Mona Vale General Cemetery 107 Mona Vale Road, Mona Vale NSW 2103

Office use only	
Form ID	4061
TRIM Ref.	C001828
Last updated	June 2026
Business unit	Property
Receipt No.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Burial site or niche location

Current Interment Rights holder name			
Location	Mona Vale ◯	Manly ◯	
Denomination		Section	
Site no(s)		Memorial niche no(s)	

Part 2: Change of name

Your identity and change of name documents should show a clear link between your names.
One of the following documents must be attached to your application:

- Marriage Certificate
- Divorce Decree
- Birth Certificate (Showing your name at birth AND your current name)
- Change of Name Certificate from Births Deaths and Marriages
- Statutory Declaration witnessed by a JP

Previous name					
New name				D.O.B	
Address					
				Postcode	
Phone (home)		Mobile		Work	
Email					
Signature		Date			

Part 3: Change of address

Old address			
		Postcode	
New address			
		Postcode	
Phone (home)		Phone (mobile)	
Email		D.O.B	
Signature		Date	

OFFICE USE ONLY:			
Trim/Stone Orchard updated	◯	Letter & new certificate sent	◯