CEM16

BLACKALL-TAMBO REGIONAL COUNCIL

All Correspondence to be addressed to the Chief Executive Officer
PO Box 21, Blackall Q 4472
PHONE: (07) 4621 6600 Fax: (07) 46257 8855
Email: admin@btrc.qld.gov.au

PLAQUES FOR BLACKALL MEMORIAL WALL *(Actual Cost + 10% + GST)*

1	Choose a design. Information will be emailed.
2	Choose your wording
3	The size will be 150mm x 130mm (to fit the space, cannot be changed)
4	Extra letters/sculptures will incur an extra charge.
5	Will be sent to Worssell for a quote and proof will be sent out.
6	Proof to be approved
7	Send back to Worssells for making (6-8 weeks)
8	When arrives back contact person (next of kin) and make arrangements for the ashes to be put in (day, date, time)
9	Advise Blackall Works with a Work Request.
10	Send Plaque to Blackall Works for installation.

DECEASED NAME		**Town**	
DESIGN NUMBER		**Wall Number**	
Phone of Next of Kin			
Email of Next of Kin			

IN LOVING MEMORY OF

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