

Catholic Cemeteries – Application for Replacement Receipt of Burial Lot Or Niche

- A. Holder of the original temporary receipt of burial lot or niche allocated to the deceased (issued on or before 2011) can apply in person for a replacement receipt subject to a fee of HK\$150. The original temporary receipt shall be surrendered to the Cemetery Office at the time of application;
- B. Failing to satisfy A above but satisfying the conditions below, a replacement receipt can be issued after an affidavit from the Home Affairs Department, Solicitor or Justice of Peace has been obtained subject to a fee of HK\$150:
 - 1. The applicant’s name is the registered name in the Cemetery Office when the deceased was buried or deposited in the relative cemetery or;
 - 2. The applicant is able to provide original documentary proof of relationship with the deceased;
- C. If none of the criteria A and B above can be satisfied, the applicant can only be issued a “Permit For Grave or Niche Repair” after an affidavit from the Home Affairs Department, Solicitor or Justice of Peace is obtained and the fee of HK\$150 is paid. However, holder of “Permit For Grave or Niche Repair” is not allowed to carry out exhumation and relocation of human remains or ashes of the deceased, or to change the inscription details and the deceased’s photo.

Remarks:

- I. Before approaching the relative cemetery office, please provide the details of the deceased for advance checking such as the deceased’s name in the burial document, grave number, date of burial/depository/death etc.
- II. If official receipt and replacement receipt are presented by different applicants at the same time, the official receipt shall prevail.

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Sample of an oath to be made for issuance of replacement receipt of Burial Lot or Niche:

<p>The Deceased _____ and I* _____</p> <p>have the relationship of * _____. He/she died on _____</p> <p>_____ and was buried in the _____ Catholic Cemetery</p> <p style="padding-left: 40px;">(Year/Month/Day)</p> <p>With grave number _____ and in Section _____.</p> <p>As I have lost the original receipt of burial lot/ niche issued by the Cemetery Office, I intend to apply for issuance of replacement receipt. I confirm myself a recognized representative of the deceased, and I shall take full legal responsibility in connection with the issuance of replacement receipt, and future exhumation, relocation of human remains/ ashes, erection of gravestone of the deceased.</p>
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*To be inserted by the applicant

For inquiries, please call :

Cheung Sha Wan/ Sai Kung/ Cheung Chau Catholic Cemeteries	2741 5283
Chai Wan Catholic Cemetery	2557 4213
Happy Valley Catholic Cemetery	2572 6078