



**The Greater Metropolitan
Cemeteries Trust**

Lasting memories, peaceful places.

YOUR GMCT

Request to restrict records access

Via the deceased search function on its website, GMCT provides a publicly accessible service for locating sites of interment, dates of memorial services and basic personal details of deceased individuals. GMCT is not required by law to provide this service, but does so to assist families and individuals locate memorials.

If requested, this public-facing information can be withheld from the website and the deceased search function.

Note: GMCT can only process this request if the below information enables us to definitively identify the deceased person.

Details required

Name of the deceased:

Burial #:

Date of service:

Location:

*e.g. AA-BBB*C*D**01*

Name of the requestor:

Relationship to deceased:

**I wish to remove from the
GMCT website any details of**

the aforementioned deceased's (tick one or both): **service** **interment**

I am: **the holder of the ROI**

Email:

Phone number:

Signature:

I have attached: **1 x copy of my driver's license or passport**
 1 x copy of ROI certificate



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Important

Please note that despite a request to restrict public access to this information, it will still be held by GMCT for access if requested.

As a public entity, GMCT is governed by the Freedom of Information Act, the Public Records Act and the Cemeteries and Crematoria Act. These acts require that GMCT create, hold and maintain records for various purposes, one of which is a provision for public access if requested.

Exceptions to this are rare, and a request to withhold a record from third party access is actioned at GMCT's discretion. Such requests are only granted in exceptional circumstances and require further details.

I request that third party access to the above records be withheld.

Please provide a detailed reason for your request. Your request will remain private and will be considered in the event of a request by a third party for access to the information.

Please send your completed and signed form and documents to enquiries@gmct.com.au or P.O Box 42, Fawkner VIC 3060. For assistance, please contact GMCT on 1300 022 298.