

# Integrity Funerals

A Christian Family Company

## Funeral Service Agreement

[integrityfunerals.com.au](http://integrityfunerals.com.au)



## FUNERAL SERVICE AGREEMENT

<b>CODES</b>	<b>FUNERAL COSTS AND SCHEDULE OF CHARGES</b>	<b>COMMISSIONER DETAILS</b>
	PROFESSIONAL FEES	NAME
	COFFIN OR CASKET TYPE (_____)	RELATIONSHIP <span style="float: right;">EXECUTOR YES/NO</span>
	AFTER HOURS TRANSFER COSTS	ADDRESS
	AFTER HOURS VIEWING COSTS	
	ATTENDANCE BOOK TYPE (_____)	PHONE NO <span style="float: right;">MOBILE NO</span>
	MOURNING CARS	EMAIL
	MORTUARY PREPARATION	
	<b>SCHEDULE OF DISBURSEMENTS</b>	<b>PAYMENT DETAILS</b>
	CREMATION FEES	ACCOUNT TO: <span style="float: right;">RELATIONSHIP</span>
	CEMETERY FEES	NAME
	CREMATION PERMIT	ADDRESS <span style="float: right;">P/C</span>
	MEDICAL CERTIFICATES	PHONE
	CLERGY/CELEBRANT OFFERING	<b>TIME FRAME OF PAYMENTS</b>
	PRESS NOTICES (ESTIMATE ONLY)	DEPOSIT DUE <span style="float: right;">AMT \$</span>
	FLORAL TRIBUTES	FULL PAYMENT DUE <span style="float: right;">AMT \$</span>
	CERTIFIED DEATH CERTIFICATE	<b>PRE-PAID FUNERALS &amp; INSURANCES</b>
	CATERING	CONTRACT #
	FUNERAL STATIONERY	TYPE <span style="float: right;">VALUE \$</span>
	MUSICIANS / SINGERS	<b>DIRECT DEPOSIT DETAILS</b> BANK OF QUEENSLAND
	VIDEO / PHOTOGRAPHY	SOUTHPORT FUNERAL SERVICES PTY LTD
	METAL OR ZINC LINERS	BSB 124001 ACCT No 20420188
	PACKAGING	
	EMBALMING	<b>TYPE OF CARD</b>
	FREIGHT RATE/KG ESTIMATE	<input type="radio"/> BANKCARD <input type="radio"/> MASTERCARD <input type="radio"/> VISA
	OTHER	NAME ON CARD
		AUTH. NO. <span style="float: right;">EXPIRY DATE /</span>
		CARD NO.
		<input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/> <input style="width: 20px; height: 20px; border: 1px solid black;" type="text"/>
	<b>ADMINISTRATION FEE</b> <span style="float: right;">\$250</span>	<b>PRINT NAME</b>
	<b>SUBTOTAL</b>	<b>SIGNATURE</b>
	GOODS AND SERVICES TAX	<b>DATE</b>
	ESTIMATED TOTAL INCLUDING GST	<b>CONSULTANT</b>
	<b>RECEIVED BY</b>	<b>WITNESSED</b> <span style="float: right;"><b>DATE</b></span>
	PRE-PAID FUNERAL PLAN	
	RECEIPT NO.	
	DATE	
	<b>LESS PAYMENTS RECEIVED</b>	<b>FUNERAL AGREEMENT</b>
	RECEIPT NO.	I/We the abovesigned agree that I/we have read and understand the Schedule of Costs mentioned in this funeral provision contract. As the commissioner of this agreement I/we understand, accept and authorise these arrangements and agree to accept the costs for services provided as well as disbursement as set out in the above mentioned schedule of charges.
	DATE	
	<b>BALANCE DUE</b> (Est Only)	

## *Explanation of our Professional Fees*

- The following are just some of the services provided within our professional fees.
- Safe, secure, gentle and ethical care of your loved one in secured premises.
- Private facilities for viewing of your loved one within business hours.
- Conducting, managing and attending to your loved ones funeral at the place of your family's choice.
- The use of our superbly appointed chapel at Tonga Place, Parkwood and its refreshment facilities.
- Liaising with clergy or celebrant, crematoria and cemetery facilities, florists, newspaper publications, musicians and caterers.
- Attending to registration of the deceased and adhering to local government regulatory bodies and their statutory requirements.
- Secure and professional transportation of your loved one during business hours from the place of death into our care.
- Ongoing care and support for your family in the future as the need arises. (Introduction of qualified grief counsellors and the provision of literature.)

## *Explanation of our payment terms*

1. Southport Funeral Services Pty Ltd is a member of the Australian Creditors Association. As such we manage our accounts in a professional manner and reserve the right to charge interest at the rate set out in the Local Courts (Civil Claims) Act if an account remains unpaid for more than thirty (30) days. We also reserve the right to retain a debt collection agent and to add debt collection commission charges to the account.
2. Payment of this account is not subject to the granting of probate, or reimbursement from any Workers Compensation claim, Insurance Fund or any Government Department eg. Social Security or Veteran Affairs.
3. All line items are exclusive of GST which is added to the subtotal.
4. Our payment terms require to a 50% deposit prior to the funeral service taking place, except by management approval.
5. We will issue a final account on completion of the funeral service.
6. An Administration Fee of \$250.00 (plus 10% GST) is charged to the account. This fee can be deducted from the account if the full amount is paid within fourteen (14) days from the date of the funeral service. In the event that the account is not paid in full within fourteen (14) days from the date of the funeral service the Administration Fee of \$250.00 (plus 10% GST) is not refundable.



*Gold Lady*  
FUNERALS

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[integrityfunerals.com.au](http://integrityfunerals.com.au)

Southport Funeral Services

As general partner for the corporate limited partnership Trading as Southport Funeral Services  
ABN 69 596 423 579