

## CATHOLIC CEMETERIES - APPLICATION FOR FAMILY NICHE (Multiple Extendable Terms)

(Applicable to the Holy Cross Catholic Cemetery in Chai Wan only)

(Allocated for an initial term of 20 years; extendable for every 10 years thereafter)

- (A) The deceased must either be a Catholic or a Catechumen by the Catholic Rite with "Burial Permit in the Catholic Cemetery" issued by the related parish.
- (B) From 1 Sep 2021 onwards, applicants can apply any non-allocated family niches in the designated batch until further notice. Please contact the cemetery office directly for the updated allocation status. The cemetery office reserves the right for allocating any family niches applied.
- (C) If more than one party applies for the same niche, priorities will be given according to the date of death of the deceased to be first interred in a niche in Catholic Cemeteries.
- (D) After allocation of niche for the deceased, re-allocation within the same cemetery is not allowed. Fees already paid for are not refundable.
- (E) For Allocation Status of Family Niches, please visit <http://vgoffice.catholic.org.hk>
- (F) When applying for a family niche, the following original documents (copies not accepted), ashes/exhumed human remains and required fees have to be provided:



- 1) Ashes/exhumed human remains
  - 2) "Permit to Take Away Cremated Ashes" for ashes or the "Authorization to Exhume Remains" for exhumed human remains, both issued by the Food and Environmental Hygiene Department
  - 3) "Burial Permit in the Catholic Cemetery" (issued by a Priest or Deacon)
  - 4) The HKID card of the deceased
  - 5) Death Certificate of the deceased (if available)
  - 6) Photo of the deceased (passport size or photo not larger than 4R)
  - 7) Inscription details for sealing slab (name, Christian name, date of birth and death; standard inscription format should be followed);
  - 8) **Fee for Family Niche: HK\$50,640** (Cheque / Visa or Master Card):  
(Fee includes use of the Family Niche for 20 years, niche sealing slab, inscription engraved in black paint, black and white enamel photo, stainless steel frame with vase and niche interior lining.)
- (An **official receipt** and a work implementation sheet will be issued upon payment. The official receipt is the only valid document of proof and must be kept in good custody for all future reference and use.)


Payment by cheque:

***The Bishop of the Roman Catholic Church in HK (Holy Cross Cemetery)***

Miscellaneous Fees:

- [1] Sealing slab with inscription pasted with golden foil: for each single person.... HK\$500; for every two persons.... HK\$750
  - [2] Coloured enamel photo: for each single person.... HK\$400; for every two persons.... HK\$600
  - [3] Marble urn for ashes (no inscription services provided): HK\$600
  - [4] Marble box for exhumed human remains: HK\$1,200
- (G) Approximate structural dimensions of the Family Niche are: 615 (W) x 300 (H) x 600mm (D)
- (H) After application for the niche and before depository in the niche, ashes must be temporarily kept in the Cemetery Office while exhumed human remains will be kept in the family niche allocated.
- (I) Depository of ashes/exhumed human remains in the Family Niche:  
[1] The Cemetery Office will either arrange the cemetery staff to deposit the ashes (if applicable) in the niche, and seal the slab upon the request of the applicant OR  
[2] The Cemetery Office would fix a date with the applicant should the applicant wish to attend the depository process (within 8 weeks upon approval of application). On the date for depository, please bring along the work implementation sheet issued by the Cemetery Office, reclaim the ashes (if applicable) and bring them to the niche for depository and sealing of slab by the cemetery staff.
- (J) Family Niche has already included a stainless steel vase that complies with Government requirements.
- (K) Should there be adjustment of the above fees, applicant shall pay for the fees prevailing at the time of application.
- (L) Applicant should note that (a) this is a Family Niche for multiple extendable terms; extension of use is subject to the payment of fees after the initial term of 20 years and for every 10 years thereafter; (b) space permissible, multiple co-burials may be applied for; (c) Family Niche can accommodate ashes or exhumed human remains at the same time.

**Office Hours: 09:00-16:30 Monday – Saturday (closed on Sundays and Public Holidays)**

 2557 4213 Holy Cross Catholic Cemetery, Chai Wan

