



MONUMENT CHECKLIST

- () CUSTOMER PAID 50% DEPOSIT, DATE: _____ () INSCRIPTION FROM CUSTOMER , DATE: _____ .
- () SENT OFF PERMIT,DATE: _____ () PERMIT BACK FROM CEMETERY, DATE: _____ .
- () REQUESTED PLANS, DATE: _____ () FINAL PLAN CHECKED AND SIGNED, DATE: _____ .
- () EMAILED/FAXED OFF INSCRIPTION TO MALCOLM (INFO@MEMORIALSERVICES.COM.AU, PHONE: 0413 050 801), DATE: _____ .
- () PROOF SIGNED BY CUSTOMER & BOOKED IN SANDBLASTING, DATE: _____ .
- () PHOTO FROM CUSTOMER - ()HARD COPY or ()SOFT COPY () PHOTO SENT OFF – EMAIL OR BY PERSON, DATE: _____ .
- () CERAMIC PHOTO BACK FROM PAUL (NECROIMAGING@HOTMAIL.COM , PHONE: 03 9484 0350)
- () STONE ORDERED, DATE: _____ () DOORS ORDERED, DATE: _____ .
- () CONCRETE FOUNDATION ORDER FROM STEVE (STEVE.MYLONAS@BIGPOND.COM, PHONE: 0409 940 500), DATE: _____ .
- () ACCESSORY ORDERED FROM MORELLO OR CASTAGNA OR JSM STOCK, DATE: _____ .
- () STONE ENGRAVED,DATE:_____ () RANG CUSTOMER TO CHECK () CUSTOMER CHECKED STONE AND APPROVED
- () CUSTOMER PAID FINAL 50% , DATE: _____ () BOOKED IN INSTALLATION, DATE: _____ .
- () FULLY INSTALLED AT CEMETERY, DATE: _____ .
- () INFORM CUSTOMER TO INSPECT ONSITE, DATE: _____ .
- () CUSTOMER COMPLAINT, REASON AND DATE: _____ . (IF APPLICABLE)
- () COMPLAINT SOLOVED DATE: _____ . (IF APPLICABLE)