Burial in Ordinary Tombs

Cancellation

How to process

Documents to be submitted:

1. Written application and explanation are required;
2. The original document of the formality that has been processed;
3. A clear photocopy of identification document of the applicant.

Documents to be presented: The original of the identification document of the applicant is to be produced.

Locations for processing the procedure and office hours

Location:

Integrated Services Centre : Avenida da Praia Grande, n.os 762-804, Edifício China Plaza, 2.º andar, Macau

Northern District Public Services Centre : Rua Nova da Areia Preta, n.º 52, Centro de Serviços da RAEM, Macau

Northern District Public Services Centre - Toi San Station : Avenida de Artur Tamagnini Barbosa, n.º 127, Edifício D.ª Julieta Nobre de Carvalho, Bloco B, R/C, Macau

Northern District Public Services Centre - Fai Chi Kei Station : Rua Nova do Patane, Habitação Social de Fai Chi Kei, Edifício Fai Tat,Bloco II, R/C, Lojas G e H, Macau

Central District Public Services Centre : Rotunda de Carlos da Maia, n.os 5 e 7, Complexo da Rotunda de Carlos da Maia, 3.˚ andar, Macau

Central District Public Services Centre - S. Lourenço Station : Rua de João Lecaros, Complexo Municipal do Mercado de S. Lourenço,4˚ andar, Macau

Islands District Public Services Centre : Rua de Coimbra, n.º 225, 3.˚ andar, Centro de Serviços da RAEM das Ilhas, Taipa

Islands District Public Services Centre – Seac Pai Van Station : Avenida de Vale das Borboletas, Complexo Comunitário de Seac Pai Van,6.˚ andar, Coloane

Service Office in Our Lady Mercy Cemetery : Our Lady Mercy Cemetery, Avenida Coronel Mesquita, Macau

Office hours:

Integrated Services Centre and Public Services Centres

Monday to Friday, 9:00 a.m. to 6:00 p.m. (no lunch break, closed on Saturdays, Sundays and public holidays)

Service Office in Our Lady Mercy Cemetery
Mondays to Thursdays 9:00 am - 1:00 pm 2:30 pm - 5:45 pm
Fridays 9:00 am - 1:00 pm 2:30 pm - 5:30 pm
(Closed on Saturday, Sunday and public holidays)

Fees

Application fee: Not Applicable
Form fee: Not Applicable

Stamp Duty: Not Applicable
Deposit: Not Applicable
Fees, Charges and Prices List: Not Applicable

Time required for processing

Processing time: 10 working days

Remarks/ points to note for application

Important notes: The application comes into effect only after it is approved.

Relevant standards or requirements

Not applicable

Progress enquiry and obtaining result of service

Method to obtain the result of service: Telephone notification.

Formalities

- First-time Application
- Cancellation

Frequently asked questions

1. How many deceased persons can be buried in an ordinary tomb?
2. Is it necessary for the deceased family member or relative to be exhumed? When should the exhumation work be carried out?

Legislations

- Administrative Regulation no. 37/2003 “Regulamento de administração, funcionamento e fiscalização dos cemitérios” (Regulations on Management, Operation and Supervision of Cemeteries) amended by Administrative Regulation no. 22/2019
- Decree-Law no. 7/85/M -Updating medical-legal conditions pertaining to the relocation, removal, burial, cremation and incineration of remains dated 9 February amended by Decree-Law no. 47/85/M dated 15 June and Administrative Regulation no. 15/2019.

Penalties

- Anyone’s acts which constitute administrative offences as stipulated in Clause 1 of Article 23 of Administrative Regulation no. 37/2003 “Regulamento de administração, funcionamento e fiscalização dos cemitérios” (Regulations on Management, Operation and Supervision of Cemeteries) amended by Administrative Regulation no. 22/2019 are punishable by a fine of MOP1, 000.00 to MOP5, 000.00, without prejudice to any criminal liability.