

Cancellation

How to process

Required Document:

1. Written application stating the reason(s) is required to be submitted;
2. The original of the documents showing the completion of processing of the formality concerned;
3. A clear photocopy of the identification document of the applicant.

Documents to be presented:

The original identification document of the applicant is required 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

Central District Public Services Centre: Rotunda de Carlos da Maia, n.^{OS} 5 e 7, Complexo da Rotunda de Carlos da Maia, 3.^o andar, Macau

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

Islands District Public Services Centre: Rua de Coimbra, n.^o 225, 3.^o 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.^o andar, Coloane

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

Office hours:

Integrated Services Centre, Macao Government Services Centre in Islands and Public Services Centres

Monday to Friday, 9:00 a.m. to 6:00 p.m.

(No lunch break, closed on Saturday, Sunday and public holidays)

Service Office in Our Lady Mercy Cemetery

Monday to Thursday, 9:00 a.m. to 1:00 p.m.; 2:30 p.m. to 5:45 p.m.

Friday, 9:00 a.m. to 1:00 p.m.; 2:30 p.m. to 5:30 p.m.

(Closed on Saturday, Sunday and public holidays)

Fees

Application fee: Not applicable

Form fee: Not applicable

Stamp duty: Not applicable

Security 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 note: The application concerned becomes effective only upon approval.

Relevant standards or requirements

Not applicable

Progress enquiry and obtaining result of service

Method for obtaining the result of service: Notification by phone

Formalities

- Application
- Cancellation

Frequently asked questions

1. Can residents request the supervision of burial relocation activities in private cemeteries by IAM staff?

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 who commits the administrative infractions 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 is liable to a fine of MOP1,000.00 to MOP5,000.00, without prejudice to criminal liabilities if any.

Last Update : 01/01/2023