

## Cremation of skeletal remains

First-time Application

### How to process

#### Required Document:

1. Application form for cremation service of bone remains ([013/DHA/DHAL](#));
2. A clear photocopy of the identification document of the applicant;
3. Declaration of cremation service of bone remains.

#### Additional documents to be submitted (required when conditions are met):

1. If the bone remains are from a public cemetery, the applicant is required to submit a photocopy of the receipt of remains exhumation;
2. If the bone remains are not from a public cemetery, the applicant is required to submit a clear photocopy of the identification document of the deceased and the supporting document(s) of the source of the bone remains.

#### Documents to be presented:

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

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### Locations for processing the procedure and office hours

#### Location:

Integrated Services Centre: Avenida da Praia Grande, n.<sup>OS</sup> 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.<sup>a</sup> 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.<sup>OS</sup> 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)

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## **Fees**

**Application fee:** Cremation service of bone remains: MOP 300.00 (Temporarily exempted)

**Form fee:** Not Applicable

**Stamp Duty:** 10% of the application fee

**Deposit:** No security deposit will be levied.

**Fees, Charges and Prices List:** <https://www.iam.gov.mo/c/pricetable/list>

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## **Time required for processing**

**Processing time:** 3 working days

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## **Remarks/ points to note for application**

### **Important note:**

1. The applicant is required to bring the bone remains of the deceased to Our Lady Mercy Cemetery;
  2. In accordance with the stipulation of Article 13-B of Administrative Regulation no. 37/2003 “Regulations on Management, Operation and Supervision of Cemeteries” amended by Administrative Regulation no. 22/2019, the ashes shall be taken by the applicant within 90 days from the date of bone cremation, otherwise they will be deemed abandoned. The Municipal Affairs Bureau (IAM) will properly dispose the ashes without further notice.
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## **Relevant standards or requirements**

N/A

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## **Progress enquiry and obtaining result of service**

N/A

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## **Formalities**

- First-time Application
- Cancellation

Last Update : 30/09/2021