

<Date>

Dear <Name>,

As the burial rights holder of a public mausoleum chamber at Waikumete Cemetery, we are writing to inform you that maintenance is scheduled to begin shortly.

These works are required to repair the mausoleum where some water ingress has affected the structure of the mausolea, including your mausoleum vault.

Further investigation determined that the water damage was not only caused by external cracks in the roof area but also a lack of ventilation in the burial chambers.

Our staff have addressed the leak issues on the roof however we need to retrospectively install ventilation in each burial chamber to avoid any further condensation or moisture build up.

This will ensure the building is brought up to current building standards while future proofing the chambers against any dampness and condensation which could cause casket damage.

We apologise for any inconvenience or stress this may cause. We are working closely with our external contractor to complete all repairs as quickly as possible, and we will be keeping families updated on progress.

You are still welcome to visit the public mausolea, however, while maintenance works are underway, access to some burial chambers may be restricted for health and safety reasons.

If you have questions or concerns, please email us on: west.cemeteries@aucklandcouncil.govt.nz

Ngā mihi nui / kind regards,

Taryn Crewe

Auckland Council General Manager Parks & Community Facilities