

**Catholic Cemeteries  
General Rules and Regulations**

**Rules and Regulations  
For  
Catholic Cemeteries**



**Owned and Operated  
By**

**THE DIOCESE OF  
ROCKVILLE CENTRE**

February 18, 2011  
Nassau and Suffolk Counties, New York

**Catholic Cemeteries  
General Rules and Regulations**

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**Catholic Cemeteries  
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**GENERAL INFORMATION**

**OWNERSHIP**

The Rockville Centre Diocese owns and operates three diocesan cemeteries. The individual facilities listed below shall be referred to in these *Rules and Regulations* as “a cemetery” and collectively as “cemeteries”.

Cemetery of the Holy Rood  
111 Old Country Road  
PO Box 182  
Westbury NY 11590  
(516) 334-3970

Holy Sepulchre Cemetery  
3442 Route 112  
Coram NY 11727  
(631) 732-3460

Queen of All Saints Cemetery  
115 Wheeler Road  
Central Islip NY 11722  
(631) 234-8297

*Future site of:*  
Queen of Peace Cemetery  
Old Westbury NY 11568

**Catholic Cemeteries  
General Rules and Regulations**

**OFFICIAL ADOPTION  
&  
PROMULGATION**

The *Rules and Regulations* that follow are hereby adopted as the *Rules and Regulations* for Catholic Cemeteries as herein named, and all owners of interment, entombment, inurnment rights, employees, visitors, contractors and their employees performing work within the Cemeteries shall be subject to these *Rules and Regulations* as well as such amendments and alterations as may be adopted by Catholic Cemeteries from time to time, with the same force and effect as such *Rules and Regulations* and amendments as set forth in the Certificate of Burial Rights (Certificate), Purchase Agreement, or any other form or documents issued by Catholic Cemeteries or the Diocese of Rockville Centre.

**August 30, 2003**

Revised by Management Approval

On **February 11, 2011**

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*Peter J Ryan*

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Peter J Ryan, CCCE  
Acting Director of Cemeteries  
Diocese of Rockville Centre

**Catholic Cemeteries  
General Rules and Regulations**

**MISSION STATEMENT  
FOR CATHOLIC CEMETERIES**

At the death of a Christian ... the Church intercedes on behalf of the deceased because of its confident belief that death is not the end nor does it break the bonds forged in life. The Church also ministers to the sorrowing and consoles them in the funeral rites. (OCF 4)

**WE ACKNOWLEDGE that the Catholic Cemetery, in the rich tradition of our faith, is a sacred place and the resting place of those who have died.**

Since in baptism the body was marked with the seal of the Trinity and became the temple of the Holy Spirit, Christians respect and honor the bodies of the dead and the places where they rest. (OCF 19)

**WE ARE DEDICATED to the reverential care of the bodies of those who have died, who, even in death, remain part of the Catholic Church.**

**WE Believe in and are firmly committed to the teachings and the tradition of the Catholic Church with regard to the deceased and the sacredness of the cemeteries in which their bodies rest.**

The community of faith proclaims that the grave or place of interment, once a sign of futility and despair, has been transformed by means of Christ's own death and resurrection into a sign of hope and promise. (OCF 209)

**WE ARE COMMITTED to the care of the graves and crypts of those who have been entrusted to us.**

**WE WILL PROMOTE prayer in memory of the departed and for the healing of the living through the celebration of the Eucharist and other opportunities for prayer in the Catholic Tradition in the cemetery.**

**WE WILL CONSOLE the bereaved through words and works.**

**WE CONFIRM our responsibility for stewardship of the resources of the Diocese of Rockville Centre, and our fulfillment of the Church's mission under the direction of the Bishop of Rockville Centre.**

**WE ACKNOWLEDGE our role as custodians of historical records, and will use methods and technology to assure their preservation.**

Lord, for your faithful people, life is changed not ended. (Preface, Funeral Mass)

**WE WILL REACH OUT to the community to promote Catholic teachings relating to suffering, death, burial and remembrance of those who have died.**

**WE WILL PROCLAIM through our words, work and example, the sacredness of all life, respect for the body, and belief in the hope of resurrection.**

**Catholic Cemeteries  
General Rules and Regulations**

**RULES AND REGULATIONS**

**PREAMBLE**

For the mutual protection of Certificate holders and the Cemeteries and all who visit our cemeteries, the following General Rules and Regulations have been adopted by Catholic Cemeteries of Rockville Centre Diocese in the State of New York, as the rules and regulations of Catholic Cemeteries, which are owned and operated by Catholic Cemeteries of the Diocese of Rockville Centre.

All Certificate holders, visitors, funeral directors, monument dealers and any persons or contractors, companies, etc. performing related or other work within these cemeteries, and all graves, plots, crypts and niches sold, shall be subject to these rules and regulations, and subject further to such other rules, regulations, amendments or alterations as shall be adopted by Catholic Cemeteries of Rockville Centre Diocese from time to time. References to these rules and regulations in the Certificate of the Right of Burial (Certificate) shall have the same force and effect as if set forth in full therein.

**General Statements Concerning the  
Planting and Decorating and other Rules  
and Regulations at our Cemeteries**

Cemetery *regulations* are a necessity to provide order, neatness and efficiency in operations. Without them the appearance of the Cemetery would greatly suffer. We have made attempts to inform Certificate holders and visitors of these rules with posted notices. Some basic information on the General Rules and Regulations are discussed and appear in the signed rules and regulations at the time of cemetery arrangements for each Certificate of Right of Burial (Certificate) or lot/crypt/contract. Printed copies of our complete rules and regulations are available for inspection at the cemetery office. Additional copies are available upon request to the cemetery office. Each of these acts serves to alert visitors of these *Rules and Regulations*.

Unfortunately regulations are not always to everyone's taste, but most cemeteries have similar regulations which are the result of many years experience in trying to assist families in their grief, in creating an appearance of beauty and good order and in allowing the cemetery staff to perform their work efficiently.

***“When Infractions and Corrections occur  
No notice is given and no compensation is permitted.”***

## **Catholic Cemeteries General Rules and Regulations**

The cemetery reserves the right to remove decorations that have deteriorated, as well as decorations that do not meet the guidelines in order to maintain the beauty, dignity, and safety of the cemetery grounds including gravesites, shrines, chapel and mausoleum areas.

The cemetery cannot be responsible for decorations that are removed. Damage resulting from improper decorations cannot be covered for reimbursement nor can the cemetery assume responsibility for decorations disappearance. Rectification of any damage shall be the grave/crypt/niche original owner or the heirs of the grave/crypt/niche original owner.

Decorations should not be on the ground outside specified designated planting and decorating areas for the gravesites and crypts because they obstruct access to adjacent lots or crypts and present a safety hazard to staff, equipment and other visitors. Management reserves the right to change, modify, or rescind the rules and regulations as it seems fit and deems necessary.

The general beauty and maintenance of the cemetery grounds (gravesites and the mausoleum areas) naturally suffers to the extent that time and labor is consumed in correcting infractions of the rules. If infractions are permitted or overlooked, it would tend to result in increased infractions.

The Cemetery staff does dispose of decorations placed at the gravesite, crypt or niche that are in violation of the published rules. The cemetery staff is often instructed to take these materials away from public view to discourage others from placing similar items at the grave, crypt or niche.

### **Why the cemetery has rules?**

Our goal is to:

- Foster cooperation between the cemetery and those who visit here.
- Insure the continuation of the general plan set forth for the cemetery grounds.
- Design rules that protect visitors and workers from harm.

The cemetery's management is committed that all our Cemeteries are well maintained and image the Church's respect for the dignity of each individual human person.

*Rules and Regulations* play a most important part in the beautification and preservation of the sacred resting-place of the faithful departed. They are intended not as restraining, but rather as defining an orderly plan of operation, care and permanent maintenance.

The placement of items, whether floral or of some other type, is strictly regulated for the common good of all gravesites, crypts, and niches. **No placed item, whether floral or otherwise is considered permanent to the site.**

## **Catholic Cemeteries General Rules and Regulations**

**The cemetery makes every effort to enforce rules and regulations uniformly and with compassion.**

In compiling the regulations and in considering revisions, we try to strike a balance between the natural desire of family members to decorate individual gravesites, crypts, niches, and the overriding obligation to maintain the appearance of the cemetery with the resources at our disposal.

It is always difficult to make rules and regulations which a wide and diverse group of persons will agree on. Our Cemetery's rules are the standard regulations of the vast majority of cemeteries. The goal of cemetery planting and decorating regulations is to make the cemetery grounds neat and clean with an atmosphere of simplicity and elegance. These regulations also ensure that the cemetery grounds are a safe place for both visitors and workers. While we certainly appreciate and commend one's love of devotional objects of great personal sentiment and we sincerely trust all will understand the necessity of complying with the regulations.

Catholic cemeteries image the care of the Church for her people, which does not cease when death occurs. Those who have gone before us into the Communion of Saints lie in the consecrated space of the Catholic Cemetery; they are family, friends, fellow parishioners, and co-laborers, all believers in Jesus Christ, Eternal Life and the Kingdom of God. Whether summer or winter, whether in rain, snow or sunshine, those who work the grounds must keep these facilities in a condition that makes them both accessible and welcoming. Catholic cemeteries are to be places of remembrance and hope, prayer and comfort; they must be facilities that reflect the Church's theology about dignity of each human person, whether that person is alive or in the tomb awaiting the day of final judgment.

Comments and suggestions are always welcomed. If you have any questions or concerns regarding this or other matters, feel free to contact the cemetery office

### **NEED FOR RULES & REGULATIONS**

There are three distinct groups that must be considered in the exercise of the Corporal Work of Mercy known as the Burial of the Dead. **Those who are buried, entombed, or inurned in our cemeteries are the first group.** The *Rules and Regulations* are written for their protection. These individuals are entitled, even after they have died, to respectful burial, to the care and maintenance of their interment spaces, to a holy and beautiful environment of the Catholic cemetery, in recognition of our belief that cemeteries are "resting places" as we await as a community of faith for the final resurrection.

## **Catholic Cemeteries General Rules and Regulations**

### **The second group consists of the survivors and visitors to Catholic Cemeteries.**

Among this group would be those who have purchased spaces for future use, those who have loved ones or friends buried in one or more of our cemeteries, those who utilize our cemeteries as places for prayer and meditation, or those who come to our cemeteries to render services either to families or cemetery management and operations.

**The third group that must be considered includes the Catholic Church itself, its rituals, disciplines and procedures, cemetery management and all cemetery support staff** who are charged not only with the application of the Church's directives, but who also must interact with families requiring our services, or visitors and others who come to the cemeteries to render services either on behalf of families or cemetery management. These Rules and Regulations are designed to chart a course of mutual cooperation and protection for all of these groups and the individuals within them. They are intended to help sanctify the living memories of those buried within the cemeteries and to create an environment within the cemeteries that awakens faith and brings consolation. The enforcement of the rules will assist in protecting the cemeteries, creating and preserving their beauty, and ensuring that the interests of all concerned parties are equally addressed.

## **A STATEMENT OF THE NEW YORK STATE DIOCESAN CEMETERY DIRECTORS**

Over the centuries, a tradition has grown that it is the right, privilege and duty of every Catholic to seek burial in a Catholic cemetery. However, living in the midst of changing circumstances has resulted in changing perceptions in the minds of some regarding the relevance of the Catholic cemetery in the scheme of their lives. While the Church has moved away from a legislative stance and no longer mandates that all Catholics be buried in Catholic cemeteries, the reasons for maintaining and using Catholic cemeteries are as powerful and compelling as ever. The usual and proper place for the burial of Catholics is still the Catholic cemetery in view of the values contained in the Church's burial tradition.

In the Creed, Catholics express as part of their faith belief in the Holy Spirit...the communion of saints...the resurrection of the body and life everlasting. These three doctrines are clearly demonstrated and symbolized in the Catholic cemetery. The Catholic cemetery is an expression of faith, an extension of the parish community, and a life affirming response to the universal mystery of death and resurrection. The life of God dwells in the human person through the waters of Baptism. Catholic teaching has always presented the human body as the temple of the Holy Spirit. Consequently, the Church has concerned herself with regard for the body before and after death. We speak of treating the total human person with dignity in all the stages of existence. It is in this spirit that the Church provides cemeteries, which reflect the dignity of and reverence, for the body.

Today, it is asked with greater frequency whether the Catholic character of the cemetery is significant as long as the cemetery has dignity and beauty. Certainly there are many such non-sectarian cemeteries available.

## **Catholic Cemeteries General Rules and Regulations**

The response is that public or non-sectarian cemeteries must be just that: non-sectarian. These cemeteries must be careful not to impinge on the religious beliefs and personal sensibilities of those who will use their facilities and these are people of varying beliefs and no beliefs. By their very nature, non-sectarian cemeteries are devoted principally to the memorialization of the deceased.

Catholic cemeteries, on the other hand, serve as a symbol or extension of the parish community. They give witness that the community of faith is unbroken by death. Moreover, we are one with Christ in life, death, and resurrection. St. Paul tells us, "If we have grown into union with him through a death like his, we shall also be united with him in the resurrection" (Romans 6.5) and "...whether we live or die, we are the Lord's" (Romans 14.8).

This union with Christ and community was evident in the early crypts, which served not only as burial places but also as places for the celebration of the Eucharist. The memorial of the death and resurrection of the Lord offered the promise of eternal life. Later, a tradition of local Catholic cemeteries arose as the sacred places where the remains of the beloved dead might be interred with reverence and respect. Often the cemetery was located behind or adjacent to the church so that the faithful could be buried near the altar, near the place where the Paschal mystery was memorialized. The continuity of the faith community is symbolized in a beautiful way by such parish cemeteries. Catholics wanted to be buried near the place where they had worshipped in life, near the community of which they had been a part.

The pattern of Catholic population growth now often requires larger regional cemeteries as well as those attached to parishes. The principle remains that Catholic cemeteries are an integral part of the Church's traditions and rites. In the Code of Canon Law, Catholic cemeteries-like churches, chapels, shrines and altars-are considered "sacred places." They are given a special blessing to set them apart and to highlight their sacred character.

Likewise, the Order of Christian Funerals refers to three principal moments: the vigil (wake), the Funeral Mass (parish church), and the committal (cemetery). This corresponds to the Catholic tradition which includes sacred times (vigil), sacred rites (funeral), and sacred places (cemeteries).

Another way in which Catholic cemeteries differ from non-sectarian cemeteries has to do with Catholic belief about human destiny. Catholic cemeteries are not just memorials to the dead or monuments to times past. They do not honor the deceased merely for what they did on earth. Nor is respect and reverence emphasized solely because the body had been sanctified by the sacramental life. Catholic belief about death as symbolized by the white vestments and the Paschal Candle used at the Funeral Mass, focuses on hope in the promise of the resurrection. Not only does the soul live on but the total human person is destined for final glorification, final transformation into the image of Christ.

## **Catholic Cemeteries General Rules and Regulations**

Catholic cemeteries are monuments to eternity. They speak the special message of Christian belief in the abundance of eternal life to a world that at times seeks fullness of life within the passing realities of space and time. Catholic cemeteries proclaim the sublime mysteries of faith in a personal God, of hope in the resurrection of the glorious reunion of the members of Christ's Mystical Body. As such, Catholic cemeteries are a consolation to the bereaved and an inspiration to the living.

Catholic churches bear testimony to belief in the existence of God and his revelation to us through Jesus Christ. Catholic educational institutions testify to the community's faithfulness in spreading the good news and to concern for the education of the entire human person. Catholic hospitals manifest the lasting interest of the Church in the total well being of its members. Other Catholic institutions for the young, the troubled, the aged and the less fortunate declare to the world that the love of Christ is alive in the modern world. So too, the Catholic cemetery is an eloquent witness. It professed belief in the resurrection of the body and eternal life. The Catholic cemetery is a holy place where religious ceremonies are held, where people pray for their beloved deceased, where the living find the consolation of faith.

Death is an experience that touches all. A visit to a Catholic cemetery is a reminder of what death is all about- a step to a new and eternal life with the Risen Lord. Christ has died! Christ is risen! Christ will come again!

*Romans 8:29 1 Corinthians 11:7 ; 15:49 2 Corinthians. 3:18 Col 3:10*

### **CEREMONIES**

Only those ceremonies which are consistent with the teachings and liturgy of the Roman Catholic Church and the ecumenical guidelines of the Diocese of Rockville Centre may be conducted or celebrated within or at one or more of its member cemeteries.

All ceremonies are conducted under the auspices of Catholic cemeteries, which must maintain their right to be in control of any and all such ceremonies regardless of the individual(s) exercising leadership positions. Arrangement for all ceremonies, including but not limited to Committal Services (both Catholic and those of other denominations), Veteran Observances, and celebrations of the Eucharist must be made at the appropriate cemetery's office.

*Our Catholic faith teaches us that the Church  
and the Cemetery  
are considered sacred places.*

## **Catholic Cemeteries General Rules and Regulations**

*Below are some of the more common ceremonies:*

Gravesite Service - The cemetery highly recommends the committal (prayer) service and the final blessing at the gravesite. Unless specified otherwise, all in-ground burial services are prepared to take place at the grave/burial site.

Chapel Service - The cemetery can arrange for the burial service in a comfortable setting at the cemetery chapel. Families selecting this option are not provided a second service at the gravesite. Telephone the cemetery office in advance to schedule this service.  
Private Prayer and Reflection at the Cemetery Chapel - All are invited to visit our chapels from 8 A.M. to 4:30 P.M. (one half-hour before gate closing) for moments of silent prayer and reflection. As tradition and cultures vary from place to place, proper etiquette should be reviewed. Some of our cemetery chapels have the Blessed Sacrament in reserve. These areas require reverence and respect for the real presence of Jesus Christ in the Eucharist. Questions or concern for appropriate behavior may be addressed to the cemetery's office staff.

Funeral Masses - The funeral mass should take place at the parish of the deceased with the human remains present for this mass.

Monthly Cemetery Masses – On most first Saturdays, masses are celebrated for all those buried at the cemetery. Family and friends are invited to attend. Please contact the cemetery office for dates and times.

Special Field Masses - On Memorial Day and All Souls Day special field mass celebrations take place on the cemetery's grounds. Please contact the cemetery office for the location and time.

Family Memorial Masses – Families are encouraged to celebrate a memorial mass for the deceased at their home parish.

Burial Services Other than those stated in The Christian Order of Funerals - At times military services or other faith rituals (as in the cases of families which share more than one faith tradition) are requested. Requests for these cemetery prayer services should be presented to the cemetery's management for review and approval one day in advance.

### **CARE OF THE POOR**

The poor, the indigent, those who find themselves in financial distress due to catastrophic events or circumstances are to be afforded the same dignity and care as those who are able to fully pay for the goods and services offered by our Catholic cemeteries.

The Mission Statement for Catholic Cemeteries amplifies this commitment. Structures are in place within the Rules and Regulations to enable Pastors and Pastoral Administrators to work closely with the Catholic Cemeteries to insure that the requirements of these families and individuals are met.

## **Catholic Cemeteries General Rules and Regulations**

### **INTENDED CEMETERY USE**

The Catholic cemetery images the Communion of Saints. By peaceful rest among other believers in Jesus Christ, in silence our beloved deceased still proclaim their belief in the Resurrection and Christ's promise of eternal life to those who follow Him.

Those who request burial within a Catholic cemetery are making this Profession of Faith. The Mission Statement for Catholic Cemeteries should be consulted for a fuller amplification of the role of Catholic cemeteries within the life of the Church.

The Catholic Cemeteries are therefore intended for the interment of Catholics and members of their families who have the right to Christian burial according to the rules of discipline of the Roman Catholic Church. The Church is called upon, however, to extend charity, compassion and understanding to the extended families of its membership.

Any extra-ordinary question concerning the burial of a Catholic or non-Catholic member of an owner's family may be referred first to the pastor of the owner's family. Questions regarding any person not entitled to Christian burial according to the rules and discipline of the Roman Catholic Church within the confines of these cemeteries shall be referred to the Diocesan Cemetery Director who may involve the Office of the Chancellor of the Rockville Centre Diocese. Decisions made by the Diocesan Bishop of the Diocese of Rockville Centre shall be final.

The cemetery's management is committed that Catholic Cemeteries are well maintained and image the Church's respect for the dignity of each individual human person. Many families visit these sacred burial grounds for prayer and reflection. Specifically each visitor seeks their loved one's burial place as an expression of their love and devotion. The cemetery grounds, in particular the lawn areas, appear to the public as a park like environment, yet these areas retain a sacred nature and characteristic that sets these grounds apart from the local city, state, and national parks. Activities such as the walking of pets, jogging, riding of bikes, roller blades and roller skates, the washing and cleaning of private vehicles, fishing, feeding of wildlife, and picnicking and other park like activity is inappropriate on cemetery grounds. An exercise such as walking through the grounds is usually acceptable, provided that walkers are dressed appropriately and do not infringe upon visitors, mourners, or cemetery workers. Although there is generally light traffic, please adhere to the common sense rule of walking to the side of the road and against the flow of traffic movement. Please be alert to maintenance equipment entering or exiting interment sections.

The cemetery has maintained as a specific rule a regulation that states, "The walking of dogs or the bringing of animals into the cemetery is strictly forbidden." The one exception to this rule is the use of animals in assistance of those who are visually impaired.

## **Catholic Cemeteries General Rules and Regulations**

As the custodians of *God's acre*, we must continue to balance recreational desires with more practical concerns of appearance and upkeep. While not everyone will agree with all the rules, we ask that everyone accept them as contributing to our common goal - a well-kept cemetery. Thank-you for helping us in our continuous effort to make our cemeteries a more beautiful place to visit and easier to maintain.

### **DEFINITIONS**

The following definitions cover terms used in the *Rules and Regulations* as well as terms used by personnel of the Cemeteries. As used in these *Rules and Regulations*, the following terms shall have the meaning hereinafter defined, unless a contrary intention appears from the context of any particular regulation.

**Affidavit** is a signed statement, duly sworn to by the maker thereof, before a notary public or other officer authorized to administer oaths.

**Affiant** means the person who signs the duly sworn statement.

**Alternative Container** means an unfinished wood box or other non-metal receptacle without ornamentation, often made of fiberboard, pressed wood or composition materials, and generally lower in cost than caskets.

**Board of Health Permit (Burial Permit)** is the burial, entombment, inurnment or removal permit required pursuant to Section 4145 of the Public Health Law in the State of New York or the equivalent form for a state or local jurisdiction that is annotated for disposition of the remains of a deceased human being.

**Burial** means the disposition of full (as opposed to cremated) human remains under the ground.

**Care** means that the general maintenance of the cemetery and of the lots, graves, crypts, niches, family mausoleum, memorials, and markers therein is the sole discretion of Catholic Cemeteries, including cutting and trimming of lawn and trees at reasonable intervals, keeping in repair the drains, water lines, roads, buildings, fences and other structures, in keeping with a well maintained cemetery. It also includes overhead expense necessary for such purposes, including maintenance of machinery, tools and equipment for such care; compensation of employees, payment of insurance premiums, reasonable payments for employee benefit plans, and maintaining necessary records of ownership, transfers and burials.

**Casket** includes a coffin and means a rigid container designed for the encasement of human remains and customarily constructed of wood or metal, ornamented and lined with fabric.

## **Catholic Cemeteries General Rules and Regulations**

**Catholic Cemeteries** shall mean the facilities identified as:

- A. Cemetery of the Holy Rood, Westbury;
- B. Holy Sepulchre, Coram;
- C. Queen of All Saints, Central Islip;
- D. Queen of Peace (a future cemetery site in Old Westbury);

**Cemetery** shall mean the locations listed above and as is used herein shall mean all the property for ground burials and mausoleums for crypt and niche entombments and inurnments, roads, paths, maintenance garages, administration facilities, entrances, fences, and the lands constituting the cemetery.

**Cemetery Office** shall mean the main office of the cemetery administration on the cemetery grounds.

**Cemetery Services** means opening and closing graves, crypts or niches; setting grave liners and vaults; setting markers; and long-term maintenance of cemetery grounds and facilities.

**Certificate of the Right of Burial (Certificate)** is the original certificate issued to an individual which grants the privilege or right of burial, entombment, or inurnment in a specific grave, plot or crypt. It does not convey ownership of land or other interest in the grave, crypt, niche or plot to which it refers.

**Certificate holder** is the person (original owner, heir or other authorized person) who is actually in possession of a valid Certificate of interment/entombment/inurnment rights.

**Duplicate Certificate of Right of Burial (Duplicate Certificate)** is the duplicate certificate issued to an individual which confirms the privilege or right of burial, entombment, or inurnment in a specific grave, plot, crypt or niche. It does not convey ownership of land or other interest in the grave, crypt, niche or plot to which it refers.

**Columbarium** is a structure with niches (small spaces) for placing cremated human remains in urns or other approved containers. It may be outdoors or part of a mausoleum generally in a community setting such as a garden and chapel mausoleum.

**Contractor** means any person, firm or corporation or anyone engaged in placing, erecting, inscribing or repairing any memorial, or performing any work on cemetery grounds other than an employee of the cemetery.

**Cremation** (using fire and heat) is the process by which the body of the deceased is reduced to its basic elements. Cremation is permitted for Catholics as long as it is not chosen in denial of Christian teaching on the Resurrection and sacredness of the human body.

## **Catholic Cemeteries General Rules and Regulations**

**Cremated Remains** means human remains after incineration in a crematory.

**Crematory** is the facility where the remains of the deceased human beings are processed by cremation.

**Cremation Niche** the final resting place for cremated human remains in a cemetery.

**Cremation Vault** means a container or outer receptacle made of concrete, metal, fiberglass, or durable plastic used for the outer protection of an urn.

**Crypt** - A space in a mausoleum or other building to hold whole human remains. **Abby Companion Crypt** – A crypt located at the first level, commonly referred to as an A-Level crypt in a mausoleum building whereas the companion crypt retaining the first entombment at ground level. Some Abby Companion Crypts are also designed for four entombments whereas the first two are located at ground level and the second two caskets are located above. **Companion Side-by-Side Crypt** – The placing of two caskets into individual crypts next to each other (side to side) whereas one crypt cover (memorial shutter) is placed covering both crypt fronts. **Single Crypt** – a crypt designed for one casket space. **True Companion Crypt** - The placing of two caskets into a single crypt head to head with one crypt cover (memorial shutter) is placed covering the single crypt front. **Couch Crypt** - The horizontal placing of two caskets into a single crypt next to each other (side to side) with one crypt cover (memorial shutter) placed covering the crypt opening.

**Crypt Tray** is the outer casing placed beneath a casket prior to entombment.

**Diocesan Bishop** shall mean the Roman Catholic Bishop of the Diocese of Rockville Centre or his appointed representative.

**Disposition** is the placement of cremated or whole human remains in their final resting place.

**Entombment** means the placement of full (not cremated) human remains in an above ground mausoleum crypt.

**Family (Private) Mausoleum** means a structure above ground, or partially above and partially below ground, containing crypts, the use of which is restricted to a group of persons related to each other by blood, marriage, or adoption.

**Foundation** means the in-ground base, usually a concrete beam, upon which a memorial is installed.

## **Catholic Cemeteries General Rules and Regulations**

**Funeral Services** – are services provided by a funeral director and staff, which may include consulting with the family on funeral planning; transportation, shelter, refrigeration and embalming of remains; preparing and filing notices; obtaining authorizations and permits; and coordinating with the cemetery, crematory or other third parties.

**Grave-** a space in the ground in a cemetery for the burial of human remains beneath the earth. **Upright Memorial Grave** – A grave that permits a memorial to extend above the grade. **Flush Maker Grave** – A grave that permits a memorial to remain flat or flush to the grade.

**Grave Liner-**Concrete cover that fits over a casket in a grave. Some liners cover tops and sides of the casket. Others, referred to as vaults, completely enclose the casket. Grave liners minimize ground settling.

**Graveside (Committal) Service** is a service to commemorate the deceased held at the cemetery before burial.

**Interment** means burial below ground, beneath the earth.

**Inurnment** means the placing of cremated human remains in an urn and a placement of such urn in a niche or grave or other suitable location in a cemetery.

**Maintenance** means the physical upkeep of a cemetery's grounds and buildings as defined under Care.

**Management (Cemetery Authorities)** - means the Catholic Cemeteries of the Rockville Centre Diocese, a religious corporation, and the person or persons duly appointed by the Diocesan Bishop of the Rockville Centre Diocese for the purpose of conducting and administering Catholic Cemeteries.

**Mausoleum Crypt** means space in a building capable of holding a casket. (Mausolea is generally accepted as the plural form of mausoleum).

**Memorial** shall include monument, mausoleum, underground vault, tombstone, headstone, grave marker or tablet or inscription on crypt front or fronts, for one or more deceased persons.

**Memorial Service** means a ceremony commemorating the deceased, without the human body present.

**Monument** means a memorial made principally of stone that extends above the surface of the earth, in upright form. Monuments are currently restricted to designated lots in designated sections of the cemeteries. The size, content and other characteristics are subject to regulations. (*See Monument Regulations published under separate cover.*)

## **Catholic Cemeteries General Rules and Regulations**

**Niche** a space in a columbarium, mausoleum or niche wall to hold an urn.

**Original Owner** is the person whose name is recorded on the certificate as the purchaser of interment/entombment/inurnment rights. The original owner is usually designated and referred to as the Certificate holder during his or her lifetime.

**Permanent Maintenance Fund** is all of the money that is allocated from the sale of each interment, entombment or inurnment and placed in trust for the maintenance and upkeep of the entire cemetery. The income generated from the investment of this fund is expensed in current operating costs (care costs). Care standards are set based upon the income available. Income in excess of care costs shall be retained for the continued maintenance, repair or renovation of the cemetery as a whole.

**Perpetual Care** - is an endowment care that consists of the income received to provide for the care in perpetuity and as such is subject to legal provisions that apply to trust funds requiring that the principal be invested in order to provide income for care of the endowed item. Care standards are set based upon the income available. Income in excess of care costs shall be retained, reinvested for the continued maintenance, repair or renovation of the endowed item. One example of an endowed item is for the care of a family (private) mausoleum.

**Plot or Family Plot** shall include and apply to a grave space of more than one adjoining grave recorded on one certificate.

**Pre-need** means purchasing cemetery property in advance of actual need.

**Priest Lines** means a certificate of entitlement to Christian Burial in a Catholic Cemetery. Certificate should be issued from the home parish of the deceased.

**Purchaser** is the person who has signed the Purchase Agreement (Contract) for the purchase of interment/entombment/inurnment rights.

**Temporary Marker** is a marker placed on a gravesite after burial and is generally removed at the time a monument is placed.

**Urn** means a container to hold cremated human remains. It can be placed in a columbarium or mausoleum, or buried in the ground.

**Vault** means a grave liner that completely encloses a casket or urn.

**Catholic Cemeteries  
General Rules and Regulations**

**GENERAL REGULATIONS**

1. All vehicles entering the Cemetery shall abide by the vehicle and traffic laws of the State of New York and of the Cemetery and the speed of vehicles shall be limited to 20 miles per hour.
2. All commercial vehicles shall be prohibited from entering the Cemetery except those specifically performing authorized work within the Cemetery.
3. Children under 15 years of age are not permitted within the Cemetery unless accompanied by supervising adults.
4. The walking of dogs or the bringing of animals into the Cemetery is strictly forbidden.
5. Activities such as bicycle riding, picnicking, jogging or playing ball are strictly forbidden within the Cemetery.
6. All Certificate holders are advised to consult the planting and decorating regulations before placing or planting any article. Certificate holders are reminded that since the Cemetery is open to the public and is visited by thousands of people each year, the Cemetery Management cannot guarantee plants and decorations from damage or disappearance.
7. The Cemetery Management reserves the right to remove and dispose of all floral pieces after the interment or entombment service.
8. Commercial or professional photography is not permitted in the Cemetery.
9. Conduct of any kind which in the opinion of the Cemetery Management does not respect the sanctity of the cemetery is prohibited.
10. No one shall be permitted to solicit visitors for the purpose of selling memorials, flowers, decorations, or similar articles within the confines of the Cemetery.
11. No one shall pick any flower or disturb branches or shrubbery within the Cemetery.
12. All landscaping and grading is the responsibility of the Cemetery. All other work is subject to the approval of cemetery management.
13. Only Cemetery employees are permitted to perform work in the Cemetery, with the exception of contractors authorized by Cemetery Management. Contractors must submit proof of insurance to cemetery management before commencing any work.
14. Cemetery employees are permitted to work only under the direction of their supervisors, and they are not permitted to perform work upon the request of visitors.

## **Catholic Cemeteries General Rules and Regulations**

15. The Cemetery cannot assume responsibility for damage incurred as a result of vandalism, weather, riot, or any causes beyond the control of Cemetery Management. The cemetery will only be responsible for damage caused by cemetery personnel and equipment. The cemetery has the right to determine liability and the cemetery reserves the right to repair a memorial damaged by cemetery personnel.

16. The Cemetery management reserves the right at any time or from time to time to erect buildings for any purpose or use connected with, incident to, or convenient for, the care of, preservation of, or preparation for the interment of human remains or other cemetery purpose:

- a. Resurvey, enlarge, diminish, replat, alter in shape, or size, or otherwise change all or any part or portion of the cemetery.
- b. Lay out, establish, close, eliminate or otherwise modify or change the location of roads, walks, or drives.

The cemetery Management shall have, to be exercised at any time and from time to time, rights of way over and through all of the cemeteries premises for the purpose of installing, maintaining and operating pipe lines, conduits or drains for sprinklers, drainage, electric or communication lines or for any other cemetery purpose.

17. The Cemetery reserves and shall have the right to correct any errors that may be made by it either in making interments/entombments/inurnments, disinterments or removals, or in the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting any conveyance in lieu thereof, substituting other interment property of equal value and similar location as far as possible as may be selected by the Management, or, in the sole discretion of the Management, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the interment of the remains of any person in such property, the Cemetery reserves and shall have the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

18. The statement of any employee of the Cemetery shall not be binding upon the Cemetery Management except as such statement coincides with these rules and regulations.

19. These rules and regulations shall apply to all burial spaces and memorials now in existence or which may hereafter be established or erected.

20. In all matters not specifically covered by these rules and regulations, the Cemetery Management reserves the right to take such action which in its judgment is deemed reasonable in the circumstances, and such determination shall be binding upon the Certificate holder and all parties concerned.

## **Catholic Cemeteries General Rules and Regulations**

21. The Cemetery Management reserves the right at times, and from time to time, to change, amend, alter, repeal, rescind, or add to these rules and regulations or any part thereof, or to adopt any new rule or regulation with respect to said cemetery or anything pertaining thereto.

22. Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The Cemetery Management, therefore, reserves the right to make exceptions, suspensions, or modifications of any of these rules and regulations, without notice, when in the judgment of the Management, such action appears necessary; such temporary exception, suspension or modification shall in no way be construed as affecting the general applications of such rules and regulations.

23. Payment of Cemetery Fees – Transaction Terms - Sale transactions within the cemetery environment are unique because of the permanence associated with the purchase decision and utilization of the product and service. Sale of burial or entombment rights in an at-need environment basis implies immediate use and an opening/closing service fee is also associated with the use. Once the deceased occupies the space, a relationship of “permanence” is presumed and established. As a consequence, full payment is required prior to the burial. The family is encouraged to speak with the funeral home if payment is to be made directly or as part of the funeral home’s bill of services. The cemetery accepts cash, bank check, certified check, bank debit cards, discover, mastercard and visa credit cards for the full amount due. The payment should be made to CATHOLIC CEMETERIES.

For certain transactions under pre-need circumstances, the cemetery will accept personal checks and arrange for a payment plan; however, these plans do require full payment if the pre-need purchase becomes at-need before final payment.

### **ADMISSION TO THE CEMETERY**

The Cemetery Management reserves the right to refuse admission to these Cemeteries and to refuse the use of any of the Cemetery's equipment or facilities at any time to any person or persons, as the rules, judgment and tradition may dictate. All roads, entrances and land within the confines of these Cemeteries are private property, and entrance is limited to persons authorized by Cemetery Management. At the discretion of cemetery management the cemetery may be closed for inclement weather and/or if there are unsafe conditions.

**Catholic Cemeteries  
General Rules and Regulations**

**VISITING HOURS**

The Cemetery shall be open for visitors from 8:00 A.M. to 5:00 P.M. every day of the year. The cemetery chapels commence closing at 4:30 P.M. All visitors must leave the grounds promptly at 5:00 P.M.

**OFFICE HOURS**

Monday through Friday 9:00 A.M. to 4:30 P.M.  
Saturday 9:00 A.M. to 12:00 NOON

Offices closed on Sundays and the major holidays throughout the year. A list of the holiday closing is available at the cemetery office.

When visiting the Cemetery, all are cautioned to drive slowly. Please park your cars on the road. Please do not park on the grass. *Do not leave your car keys, pocketbooks or valuables in your car.* The cemetery will assume no responsibility.

**PRODUCTS & SERVICES OFFERED**

Catholic Cemeteries have continued to modernize the Cemeteries since their inception. As changes in burial customs took place so did the development of the Cemeteries. The fruits of careful planning and wise building are evident in the Catholic Cemeteries of the Rockville Centre Diocese. These facilities are integral to the life and mission of the Catholic Church and significantly contribute to the ministries of comfort, catechesis, and evangelization as delineated in the Mission Statement for Catholic Cemeteries.

Catholic cemeteries recognize three entities involved in the area of funeral service, the parish, the cemetery and the funeral home. Catholic Cemeteries are committed to offering only those products and services that are indigenous to the cemetery itself.

Catholic Cemeteries offer a full range of services and products, including but not limited to:

- Single and Double grave spaces with Flush Memorials
- Single and Double grave spaces with Upright Memorials
- Larger grave spaces with Family Estate Memorials
- Lawn Crypt Selections
- Chapel and Garden Mausolea
- Private Family Mausolea
- Columbarium Niches for the Inurnment of Cremated Remains
- Opening/Closing of Graves, Crypts, Niches
- Memorial Foundations
- Installation of Bronze Markers
- Religious & Military Crypt and Niche Front Emblems
- Urns and Floral vase holders

## **Catholic Cemeteries General Rules and Regulations**

### Monument Cleaning Services

Seasonal placement of selective decorations (eg. - grave blankets)  
Votive Light Candle memorials at our chapel mausoleums  
Personal visual computerized memorials at cemetery Kiosk stations.

The purchase of these products and services through Catholic Cemeteries supports the ministry and mission of Catholic Cemeteries and the Diocese of Rockville Centre.

Because of the variety and complexities involved in the selection of appropriate goods and services, Catholic Cemeteries retains the services of carefully trained and competent personnel to explain the implications of the various alternatives.

Family Service Counselors are the individuals who assist in their immediate need environment. Pre-Need Counselors, by appointment at one of the cemetery offices, are available for consultation about future cemetery arrangements.

A complete staff of Operations & Maintenance personnel are employed by Catholic Cemeteries to prepare graves, crypts and niches for burial services, to maintain the grounds and buildings of the Catholic Cemeteries, to do the installations of certain memorials and various plantings and to offer a variety of other services that care for the interment spaces in the cemeteries and those who either have custody of them or come to visit and pray at the cemeteries. This work is performed at reasonable and competitive prices, and owners of Burial Rights are invited to obtain an estimate on any work they may require.

## **Cemetery Affidavits and Acknowledgements**

*Use Cemetery Application/Affidavit Statements and forms sparingly*

Most situations and requests to the cemetery's management do not require affidavits. A simple review of procedures outlined in the *Rules and Regulations* are in most cases sufficient to meet cemetery requirements. However under some circumstances, the cemetery may choose and/or require affidavits as the best means of accomplishing an objective.

**An affidavit of designation may be an original owner's (parent's) best way to achieve a goal of leaving/providing/ensuring burial space for a physically or mentally challenged and dependent adult child.**

Under circumstances where the Rules and Regulations do not provide a full procedure and a request for affidavits cannot be completed the cemetery may require "court order action" to accomplish an objective.

*Affidavits are intended to be an amendment to cemetery records clarifying the Original owner's intent.*

## **Catholic Cemeteries General Rules and Regulations**

Affidavits in general are cemetery prepared forms where someone is making a statement to be recorded in cemetery records for a particular burial space. These generic forms are reviewed and deemed acceptable by legal counsel to assist with the protection of Catholic Cemeteries as an entity, its management, the Roman Catholic Diocese of Rockville Centre, the original owners within Catholic Cemeteries, their heirs, funeral directors, monument dealers, and other interested parties with a clear statement that is evidenced as sworn to in front of a Notary Public that will allow decisions to be made by cemetery management. These affidavits are presented to the cemetery's management for review and consideration of acceptance. When accepted the form is affixed to the original owner's record, in essence an amendment or modification to the cemetery record system has been made.

The affidavit form is prepared for free; however, a fee is collected for the "recording of the affidavit" in the cemetery records.

When a third party prepares an affidavit, it must be in an acceptable format to cemetery management. The cemetery at its own discretion can choose to accept or reject the document based on form, legibility, paper quality and its overall content.

Due to the conditional nature of a "*Living Trust*" with variations in appointment, consignment, and similar conditions beyond the scope of exact, clear and concise instructions, our cemetery's management has opted not to accept, record, recognize or follow these instructions. Original lot owners are encouraged to utilize the appropriate and approved method and use the cemetery affidavit system as prescribed.

Some examples of approved cemetery affidavit/document forms include:

- Application for Duplicate Certificate of Right of Burial (Duplicate Certificate).
- A Designation of unused burial space.
- Close a grave prohibiting future burials.
- Permission to bury, entomb, inurn, inscribe, or erect a memorial
- Disinterment or Removal from a burial space
- Removal of a cemetery monument
- Special use - Color of a monument
- Inscription of a different surname
- A surrender or refund request
- A Temporary Receiving/Burial Agreement
- A revocation of a prior affidavit.
- Limit burial to only those legally entitled to burial.
- Identification of a legal heir at law.
- Identification of a person previous identified in a cemetery affidavit.
- Relinquish Right of Interment

**Catholic Cemeteries  
General Rules and Regulations**

**Catholic Teaching on Cremation**

**What is cremation?**

Cremation (using fire and heat) is the process by which the body of the deceased is reduced to its basic elements. Cremation is permitted for Catholics as long as it is not chosen in denial of Christian teaching on the Resurrection and the sacredness of the human body.

**Does the Church have a preference for  
Burial or cremation of the body of the deceased?**

Although cremation is permitted, Catholic teaching continues to stress the preference for burial or entombment of the body of the deceased. This is done in imitation of the burial of Jesus' body.

*“This is the Body once washed in baptism, anointed with the oil of salvation, and fed with the bread of life. Our identity and self-consciousness as a human person are expressed in and through the body . . . Thus, the Church’s reverence and care for the body grows out of a reverence and concern for the person whom the Church now commends to the care of God.”*

**What are the steps to be taken?**

When cremation is chosen, the full course of the Order of Christian Funerals should still be celebrated, including the Vigil Service (wake), the Funeral Liturgy, and the Rite of Committal. The preservation of this order allows for the greater expression of our beliefs and values, especially, the sacredness of human life, the dignity of the individual person and the resurrection of Jesus Christ.

Through its funeral rites, the Church commends the dead to the merciful love of God and pleads for the forgiveness of their sins.

**Should cremation occur before or after the funeral?**

The Church clearly prefers and urges that the body be present during Vigil and Funeral Mass, and that if cremation is to be used, it take place following the Rite of Final Commendation.

The cremated human remains would then be interred during the Rite of Committal. The diocesan bishop has permitted cremated remains to be present for the Funeral Liturgy.

**What should become of the cremated remains following the funeral?**

Church teaching insists that cremated remains must be given the same respect as the body, including the manner in which they are carried and the attention given to their appropriate transport and placement.

## **Catholic Cemeteries General Rules and Regulations**

The cremated remains of a body are to be buried or entombed, preferably in a Catholic cemetery, and using the rites provided by the *Order of Christian Funerals*. The following are not considered to be reverent dispositions that the Church requires: scattering cremated remains, dividing cremated remains and keeping cremated remains in the home.

The remains of a cremated body should be treated with the same respect given to the corporeal remains of a human body. This includes a worthy container to hold the cremated remains.

If you are considering cremation, it is wise to discuss your choice with your family, your parish priest, or the Catholic Cemetery office.

### **OTHER FACILITIES**

#### **CHAPELS**

The Order of Christian Funerals of the Roman Catholic Church earnestly recommends the celebration of the Committal Service at the immediate site of burial, entombment or inurnment. Every effort is made to encourage families to exercise this option. Catholic Cemeteries recognize, however, that various mitigating circumstances exist that make the exercise of this option impossible or impractical.

For this reason, the Catholic Cemeteries maintain Chapels for the convenience of Owners of Burial Rights. Arrangements for the use of these facilities for committal are made at the cemetery office or through the funeral director.

#### **RECEIVING VAULT**

All human remains brought to the cemetery for interment will be interred as soon as possible in a permanent resting place. When immediate interment is impossible or impractical, the cemetery reserves the right to temporarily entomb the remains in an unsold crypt in the cemetery's community mausoleum designated as a Receiving Vault. Temporary interment status will not be granted for the construction of a family mausoleum or underground vault.

#### **PRIVATE FAMILY MAUSOLEUMS**

Both individual crypts within a Community Mausoleums and private Family Mausoleum sites are available with Catholic Cemeteries. Specifications for the construction and placement of private family mausoleums are determined by the Diocesan Director of Cemeteries. The cemetery's management reviews each inquiry on an individual basis as the need arises and requests are made.

**Catholic Cemeteries  
General Rules and Regulations**

**CEMETERY RECORDS**

For the orderly conduct of the mission and ministry of Catholic Cemeteries, it is imperative that an accurate and up to date record keeping system be utilized. Records maintained at Catholic Cemeteries include:

Roster of original owners (Name on  
Certificate) for Graves, Crypts, Niches  
Record of all Interments, Entombments, Inurnments  
Overall Cemetery Mapping System  
Section and Community Mausoleum Maps and Diagrams  
Advance Assignments of Grave, Crypts, Niches

These records are all gradually being transferred from various forms of hard copy books, ledgers, and cards to customized cemetery software databases to be used within automated and computerized systems.

Older records are typically updated at the time of the utilization of cemetery goods or services. In order to insure that all cemetery records are accurate and up to date, at the time of burial, entombment or inurnment arrangements, family members will be requested to update this information.

The Certificate-holder or other designated family member, with the Cemetery Certificate (Certificate), other appropriate information, empowered to make decisions and contract financially, is required to present him/herself to order the opening of graves, crypts or niches.

The Catholic Cemeteries utilize the latest technological services to accommodate the needs of Certificate-holders or responsible family members living out of the area when the need for at-need arrangements arises.

When changes in family circumstances occur that in any way involve the records that are maintained at the cemetery, notification must be made at the cemetery office to enable all records to be updated accordingly.

**GENEALOGICAL RESEARCH**

Because cemetery records contain a wealth of genealogical information, cemetery offices are frequently contacted. Until such time as all records are computerized, this research can be very time consuming and potentially hinder the ability of cemetery personnel to keep abreast of each day's new record keeping requirements.

## **Catholic Cemeteries General Rules and Regulations**

Therefore, genealogical research at the Catholic Cemeteries can only be conducted by mail inquiries or via email to the cemetery's website. Some cemetery records and files are considered personal and /or confidential. Information disseminated may be limited to the original owner or if deceased to the legal heirs of the original owner.

Depending upon the time required to respond to inquiries, a charge may be made to supply the requested information.

### **DISPOSITION OF INTERMENT SPACES**

It is highly recommended that all Original owners make a disposition of their unused Interment Spaces while living. An owner can complete a cemetery affidavit for space designation. Original owners may re-convey their Interment Spaces to a Cemetery, specifying the interments to be made and that no remains now interred shall be disturbed or removed. A certificate (affidavit) for this purpose may be obtained at a Cemetery's office.

### **PERMANENT MAINTENANCE**

Permanent Maintenance is a sum of money as determined by cemetery management allocated from the purchase of the Right of Burial/Entombment/Inurnment and placed in trust with Catholic Cemeteries for regular care and maintenance of the burial facilities and other parts of the Catholic Cemeteries. A percentage of the cost of burial rights in graves or lawn crypts and a percentage of the cost of entombment rights in mausoleum crypts is designated for Permanent Maintenance, collected, and invested in the Permanent Maintenance Fund.

This trust fund is held and invested by Catholic Cemeteries and the income from these investments of this trust is used to provide for the regular care for and maintenance of the Diocesan Cemeteries.

### **ANNUAL ORDERS**

Families can place annual orders with the appropriate cemetery office for floral arrangements for a select number of holidays.

### **ORDERS & REQUESTS**

For the protection of all Original owners and Catholic Cemeteries, all orders and requests must be filed in writing at the appropriate cemetery office.

**Catholic Cemeteries  
General Rules and Regulations**

**INFORMATION FOR THE CERTIFICATEHOLDER**

1. Upon the purchase of burial rights in a burial space the purchaser shall receive a Certificate of the Right of Burial (Certificate), recorded in his or her name. Said purchaser shall be known as the Original Owner. Said purchaser may also be referred to as the Certificate holder, Lot-holder or Lot-Owner Plot-holder or Plot-Owner.
2. If there is an interment in any grave or crypt sold as a multiple space unit, the remaining graves or crypts in that unit may not be surrendered.
3. In case of the loss or destruction of the Certificate, a Duplicate Certificate of Right of Burial (Duplicate Certificate) may be issued to the original Original owner of the burial rights or, if deceased, to the spouse and children.
4. The Cemetery Management reserves the right to specify the terms of purchase of all burial rights in graves, plots or crypts, and to fix the number of interments allocated to a grave, plot or crypt. Management reserves the right to set minimum and maximum plot sizes in designated areas.
5. If the Purchaser fails to fully pay the purchase agreement, the Cemetery Management may declare said agreement cancelled, any and all rights in and to the grave, plot or crypt are forfeited. In accordance with purchase agreement, 60-day notice of such forfeiture by registered mail to the last known address of such Purchaser shall be deemed sufficient. A return of all payments will be made less that sum as specified in the contract/agreement document that the Diocese retains to cover administrative expenses incurred.
6. No coping, curbing, fencing, votive lights, borders or enclosures or similar articles of any kind shall be allowed on the grave or plot. The Cemetery Management reserves the right, without prior notice, to remove the same, now erected or hereafter planted or placed.
7. The use of a grave, plot or crypt is for the original owner or the heirs, for interment purposes only, and the Certificate is not transferable. The holder of the Certificate shall not have any right to sell, transfer, exchange, or in any manner dispose of said grave, plot, crypt, or any part thereof, or any right or interest therein.
8. Merger or Subdivision of plots, graves, crypts, and niches are not allowed.

## **Catholic Cemeteries General Rules and Regulations**

9. The cemetery will repurchase the empty burial space or crypt from the sole original owner, or from her/his spouse and children, if the owner is deceased, provided no interment, entombment, or inurnment is remaining in any portion of the grave/plot/crypt or niche. The cemetery will refund the original burial privilege and Permanent Maintenance fee (less an administration service fee expense to be determined by the contract agreement or if absent by management's schedules of fees at the time of refund). Any annual care charges due shall be subtracted from the refund. Memorials must be removed prior to a refund. The cost of the crypt cover and inscription shall be subtracted from the refund.

10. The laws of the State of New York govern the descent of title to Cemetery Rights of Burial and other matters pertaining to assignments, conveyances, devises and inalienability subject to Section 8 of the Religious Corporation law. The Management will assist any Certificate holder who desires information on questions pertaining to the burial space.

11. Presentation of the original certificate authorizes cemetery management to permit an interment, erect a memorial, or inscribe a memorial on an unrestricted burial space. Certificate holders are cautioned to keep Certificates in a safe place where they will be readily available when needed.

12. Catholic Cemeteries maintain a Residency Requirement Policy for the Cemetery of the Holy Rood. Roman Catholics, with proof of Nassau County residency, may initiate a purchase. The first interment within the gravesite/crypt/niche must be of a Nassau County resident (an exception is made for a four grave plot /crypt or larger burial space).

13. Certificate holders and theirs heirs should report a Change of Address to cemetery authorities.

### **OWNERSHIP OF BURIAL RIGHTS**

#### ***Who owns the gravesite?***

The cemetery always retains ownership of gravesites/crypts/niches. The cemetery extends a Right of Interment (or Burial Privilege) to the purchaser/owner referred to as the Original owner.

The possession of a Certificate of Interment Rights (or Cemetery Certificate) by anyone other than the original certificate owner does not guarantee ownership of or the right to use graves. Upon the death of the original owner, the ownership of the lot is currently governed by Section 8 of the Religious Corporations Law:

## **Catholic Cemeteries General Rules and Regulations**

“Lots in such cemeteries shall be held indivisible, and upon the decease of a proprietor of such lot the title thereto shall descend to his heirs-at-law or devisees, subject, however, to the following limitations and conditions: If he leaves a widow and children, they shall have in common the possession, care and control of such lot during her life. If he leaves a widow and no children, she shall have the possession, care, and control of such lot during her life. If he leaves children and no widow, they or the survivor of them, shall in common have the possession, care and control of such lot during the life of the survivor of them. The parties having such possession, care and control of such lot during the term thereof may erect a monument and make other permanent improvements thereon. The widow shall have the right of interment, for her own body in such lot, or in a tomb in such lot and a right to have her body remain permanently interred or entombed therein, except that her body may be removed there from to some other family lot or tomb with the consent of her heirs. At any time when more than one person is entitled to the possession, care or control of such lot, the persons so entitled thereto shall designate in writing to the religious corporation which of their number shall represent the lot, and on their failure to designate, the board of trustees or directors of the corporation shall enter of record which of said parties shall represent the lot, while such failure continues. The widow may at any time release her right in such lot, but no conveyance or devise by any other person shall deprive her of such right.”

1. In the event of death to the original owner of the Right of Burial any and all privileges (rights) of the lot owner shall pass to the lot owner’s heirs as defined by law.

- A) The surviving spouse of the original owner of the Certificate of Right of Burial/Entombment/Inurnment has the right by State law to be buried with his/her spouse. This right may be waived at any time but is not transferable and terminates with burial elsewhere.
- B) Where burial privileges in the plot or lot are held in the name of one person only:
  - (1) The rights of interment in the lot or plot may be disposed of by specific bequest in a will, but not by residuary clause. The specific bequest must mention the Cemetery, the Section, the Range and Lot Number of the lot or plot.
  - (2) If the owner of the Certificate of Right of Burial shall have filed notarized instructions at the cemetery office as to which member or members of his/her family shall succeed to the privileges (rights) of the lot, plot or crypt(s), said instructions shall be recognized by the Cemetery Authorities and will be followed if in the judgment of the Cemetery Authorities such instructions are definite, reasonable and practicable.
  - (3) If no valid or sufficient written instructions shall have been filed at the Cemetery office, or if valid and sufficient instructions are in conflict with a later will, and the original owner has left instructions in said will, duly admitted to probate in a court having jurisdiction thereof, subject, however, to a vested right of interment of a surviving spouse, such instructions shall control, provided they are not in conflict with cemetery rules and regulations then in force and providing the cemetery authorities are furnished with a certified copy of the same.

## **Catholic Cemeteries General Rules and Regulations**

(4) In the absence of valid and sufficient instructions filed at the cemetery office by the recorded holder of the Certificate or a duly probated will, the privileges (rights) of interment shall devolve upon those entitled to succeed thereto by Section 8 of the Religious Corporation Law or such other law that govern such rights.

2. Each heir shares equally and jointly in the burial privileges (rights) in the lot, plot or crypt(s) as long as space is available. Rights to individual heirs to burial in a lot/plot/crypt/niche will be determined by the order of their death except for the vested right of the surviving spouse for interment and memorialization.

3. An heir may release his/her right at any time, but only to another heir or to the other heirs jointly. Said release must be a notarized statement on file at the cemetery office. **The cemetery staff and management does not (nor should not) provide legal advice to families regarding their own specific needs and circumstances.**

Information on names, addresses, and the disclosure of heirs on the affidavit form are provided by the affiant. All certificates of Right of Burial (Certificates) are recorded in one person's name.

**In all cases the cemetery recognizes the right of memorialization along with the right of burial in accordance with cemetery rules and regulations.**

### **INTERMENTS/ENTOMBMENTS/INURNMENTS**

1. The Cemetery Management shall have the right to request those wishing to arrange for an interment to call the Cemetery Office in ample time so the Cemetery may complete arrangements relative to the opening of the burial space.

2. Arrangements for interments and entombments shall be accepted only from licensed funeral directors who shall call the Cemetery Office to make such arrangements. The arrangements made by the funeral director with the Management are binding on the Certificate holder/owner. An exception to this requirement is the case of cremated human remains wherein private persons may directly arrange for such inurnment.

3. A Board of Health/Township Permit when required must be presented to the Cemetery Management before interment is completed. A Cremation Certificate must be presented to the Cemetery Management before inurnment is completed.

4. All funerals shall be subject to the supervision and direction of the Cemetery Management.

## **Catholic Cemeteries General Rules and Regulations**

5. Interments may be made only upon the presentation of the following:
  - a. The original Certificate. Photocopies are not acceptable;
  - b. In place of the Certificate, the Duplicate Certificate, if one has been issued.  
Photocopies are not acceptable;
  - c. In place of the Certificate or Duplicate Certificate, interments may be made upon the presentation of an affidavit in a form acceptable to Management and duly executed by the original owner, or, if the original owner is deceased, by his or her heirs at law. In cases of those legally entitled to burial, a simple affidavit of identification will be accepted;
  - d. In place of a Certificate, Duplicate Certificate, or notarized affidavit, an interment may be made upon the receipt of a faxed notarized affidavit from the original owner, or, if said original owner is deceased, from his or her duly identified heirs at law provided the original copy of the affidavit is mailed to the cemetery office thus postmarked within 24 hours of its execution;
  - e. In special circumstances, the Cemetery Management may require an affidavit to authorize an interment in addition to the presentation of the original or duplicate Certificate.
  
6. All funerals shall be accompanied by a licensed funeral director who shall present to the Cemetery Management the burial permit and the appropriate Certificate or affidavit, and remit all cemetery charges.
  
7. The Cemetery Management may require "Priest Lines" as written evidence of eligibility for any Catholic burial according to the norms of Canon Law. The cemetery will require priest lines for the following: when a funeral liturgy does not take place in a parish church in the Diocese of Rockville Centre and Brooklyn and the Archdiocese of New York. Priest lines will also be mandatory for instances when there is no funeral liturgy in a parish church. Also required when there is only a wake service in the funeral home. Priest lines will also be required when the funeral liturgy has taken place outside of the New York metropolitan dioceses.
  
8. All interments must be made in a proper burial container. The cemetery maintains the following minimum standard for caskets. A casket must be rigid in construction and leak proof. For all in-ground inurnments the maximum vault size should be 9" x 13" x 14 1/2". Requests for the burial of any casket, burial box (metal or wood), concrete vault, urn, or cremation vault exceeding standard sizes will be permitted under the following conditions: advance notice for gravesite preparation is given, full payment of additional size fee is received, and when necessary affidavit of encroachment for adjoining grave or limiting number of interments or inurnments is filed. The affidavit applies to in ground burial where the graves are in the same lot recorded on the same certificate.
  
9. No casket shall be opened at any time within the confines of the cemetery without the presentation of a court order.

## **Catholic Cemeteries General Rules and Regulations**

10. Special regulations for entombments in private mausoleums and underground vaults:

- a. In all instances, the vault or crypt in a private mausoleum shall be opened by a monument dealer. The monument dealer is an agent of the funeral director. Upon opening the vault or crypt, the monument dealer shall give the measurements to the funeral director to insure the burial container (P40 or P60) will fit in the crypt;
- b. If any portion of the burial site is above ground, a soldered zinc liner with a lead pan shall be used;
- c. In the case of underground vaults, the aisle burials shall be separated by a slab or concrete crypt cover. No entombments shall be allowed in the aisle of a family mausoleum. Urns are not permitted to be placed on the altar or in the aisle of a family mausoleum;
- d. In the event an entombment prevents access to a future entombment space, disinterment charges and affidavit will be required at the time of this future entombment;
- e. Monument dealers shall be required to close and seal vaults or crypts on the same day the entombment is made.
- f. At community mausoleums, because of the limited space in the aisles, and because of the necessary mechanical equipment required in placing a casket in the crypt, all entombments will be made privately as soon as possible following the committal services.

11. The Cemetery Management reserves the right to prepare all affidavits required by the Cemetery rules and regulations and to levy a charge for recording of certain affidavits and supporting papers.

12. The Cemetery Management reserves the right to temporarily entomb remains in an unsold crypt in the community mausoleum serving as a receiving vault whenever in the discretion of the Cemetery Management an immediate interment or entombment would not be feasible due to weather or other conditions such as the lack of proper authorization for interment or entombment.

13. The cemetery reserves the right to collect annual care charges due at the time of interment.

14. The original owner or, if deceased jointly by all heirs, may restrict burial or reserve burial space in the burial space by use of cemetery affidavit.

15. Funeral directors and the general public are advised to contact the Cemetery Office for clarification or any questions regarding interment regulations.

16. The cancellation of a burial order shall be subject to a cancellation fee of 50% of the opening fee.

## **Catholic Cemeteries General Rules and Regulations**

17. The cemetery management has implemented a Space Restriction Utilization policy. A maximum of three cremated remains can be placed in a grave-holding in addition to the designated casket burial spaces (three casket spaces or two caskets if concrete vault is used at burial). The grave-holding's monument must plan for and accommodate these additional current and future inscriptions. One cremation urn can be placed inside a crypt unit. Crypt front identification is restricted to the number of spaces originally intended with the addition of one inscription for cremated remains placed inside the crypt unit in addition to the casket burial space inscription.

Requests for the placement of cremated remains inside a casket to be buried will be honored with the acceptance of: cremation certificate, payment of a recording fee, receipt of an appropriate affidavit, and with plans for the inscription on the monument or crypt for current along with future available inscription space.

18. When required, Priest Lines in the form of a certificate or letter from the parish priest of the decedent should state the deceased is entitled to Christian Burial. Additional certification will be required for the burial of cremated remains, documentation for out-of-diocese funeral liturgies, Indigent verification, and when requested by cemetery management.

19. A copy of the death certificate and a notarized letter identifying the relationship of the person completing arrangements for the inurnment of cremated remains shall be required.

20. In cases where there is a family lot with multiple undesignated burial spaces, the cemetery management may furnish a sketch of the lot layout of the unused burial spaces for selection and approval for use by the family (current certificate holder). A burial order will not be considered complete until receipt of a signed lot layout sheet is presented to the cemetery authorities. The family is responsible to consider lot selection and its relation to any existing and future inscription layout designed for the monument on the burial lot.

21. Before purchase, Funeral Directors should verify as to Vault Companies and/or other Contractors, status with the Catholic Cemeteries regarding their evidence of insurance in an approved form to the cemetery management for approval to work on cemetery grounds. Evidence of Insurance (Certificates) must be renewed each year/prior to expiration.

22. For the safety and security of buried remains and for the safety of our staff members completing interments, the cemetery management through its interment procedures and its general rules and regulations reserves the right to temporarily remove and/or relocate remains within the same gravesite by raising and lowering remains in a shared burial space for the purpose of completing an additional interment along side or beneath these moved remains. Some examples include relocating a child casket, cremation urn vault, or a box or vault containing partial remains (limbs) in an effort to inter remains along side or beneath these remains in the same grave.

**Catholic Cemeteries  
General Rules and Regulations**

**MAINTENANCE & CEMETERY CARE**

The term “maintenance” refers to the physical care of a Cemetery in its entirety. It shall consist, among other things, of the general repair and cleaning of public walks and roads in a Cemetery, the general repair and cleaning of the office buildings, garages, fences and equipment utilized in the proper administration, protection and operation of a Cemetery. It shall not include special care of grave, or care for a shrubbery, monument, memorial, or other structure situated thereon.

**CARE OF GRAVES AND CRYPTS**

“Care” is to be understood as that attention to the maintenance of plots necessitated by natural growth and ordinary wear and includes cleaning, planting, cutting, and care of lawns, trees and shrubs; the cleaning and maintenance of roadways and walks provided there are sufficient cemetery funds for that purpose. Family mausoleums require additional Permanent Maintenance payment (commonly known as Endowment Care) for the purposes of maintenance of the mausoleum.

1. All grave-holdings within the cemetery are under either Annual Care or Permanent Maintenance. The fee for Permanent Maintenance is determined by management and is included as a percentage of the purchase price of a Right of Burial Certificate. The cemetery reserves the right to assess annual care charges on grave-holdings not under Permanent Maintenance.
2. The care of graves involves seeding, fertilizing, lawn maintenance, and landscaping at the discretion of the cemetery.
3. Family Mausoleums require an additional Permanent Maintenance payment for the purpose of maintenance of the mausoleum.

**OUTSIDE CONTRACTORS**

Catholic Cemeteries recognize that there are special skills and oftentimes tools required to perform certain types of work within its facilities. An example of this would be the construction of a family or community mausoleum or garden facility. At the same time, not all of the work that is required to be performed for the professional and orderly operation of its Cemeteries is able to be done by its employees.

For these reasons, Catholic Cemeteries earnestly desire to collaborate with Outside Contractors for the performance of certain tasks within its Cemeteries. Included within this group would be Mausoleum Builders; General Contractors; Vault Retailers, Dealers or Distributors; Tree Cutting/Trimming Services; General Landscapers; and Pesticide and Fertilizer Applicators.

A Certificate of Insurance (Evidence of Insurance) is required for all work completed by contractors and their subcontractors for the duration of the work completed on cemetery

## **Catholic Cemeteries General Rules and Regulations**

grounds. For detailed information on these requirements contractors should contact the Cemetery Director's office. Contractors cannot commence work until the certificate is on file at the cemetery office.

Contractor work schedules are subject to the approval of cemetery's management and can be modified daily according to burial schedule and area needs.

The Contractor must comply with, and be governed by, all laws, ordinances, or *Rules and Regulations* applying to the premises, and the work thereon, and shall pay for all necessary permits.

**Contractors are prohibited from using cemetery equipment and materials (including scaffolding and ladders).**

### **COMMUNITY CHAPEL AND GARDEN CRYPT MAUSOLEUM & COLUMBARIUMS**

1. ALL BODIES must be properly embalmed. All caskets shall be placed in a crypt tray furnished by the cemetery.

2. Casket/urn dimensions should be verified with each cemetery office for the specific crypt/niche location prior to purchase/finalizing the funeral arrangements.

In general the overall dimensions of the casket must not exceed:

Holy Rood & Ascension Chapel Mausoleums 86" length x 29 1/2" wide x 24" height \*

Holy Cross Garden Mausoleum 86" length x 29 1/2" wide x 24" height \*

Holy Sepulchre Chapel & Garden Mausoleum 86" length x 30 1/2" wide x 24" height \*  
\*( 25" if crowned top)

In general the overall dimensions of an urn must not exceed:

Holy Rood & Ascension Chapel Mausoleums 5" length x 10" wide x 10" height

Holy Cross Garden Mausoleum 6 1/2" length x 9" wide x 12 1/2" height

Holy Sepulchre Chapel & Garden Mausoleum 5" length x 10" wide x 10" height".

(Queen of Heaven Corridor 6 1/2" length x 13" wide x 13" height").

3. GROUND DISINTERMENTS to crypts will be permitted provided the remains are placed in a new sealed casket and a crypt tray.

4. NO ENTOMBMENT/INURNMENT will be permitted until full payment has been made for the crypt unit and opening fees.

5. PRIOR TO ENTOMBMENT/INURNMENT, committal services may be conducted in the Chapel.

6. CRYPTS and NICHES will be opened only by employees of the Cemetery.

## **Catholic Cemeteries General Rules and Regulations**

7. BECAUSE OF THE LIMITED SPACE in the corridors and the necessary mechanical equipment required in placing a casket in the crypt, all entombments will be made privately as soon as possible following the committal services.

8. Permanent Maintenance is included as a percentage of the cost of the crypt/niche space. An opening charge and an inscription fee will be paid for at the time of entombment/inurnment.

9. Inscriptions shall be limited in information. The given name, initial, surname, year of birth and year of death shall be placed as specified by cemetery management. Where permitted, bronze emblems/features can be installed on the crypt/niche cover. Contact the cemetery office regarding selection of features, size, area of placement, and the related fee for purchase and installation. The cemetery may levy a charge for inscription/feature/emblem removal and/or repositioning

Crypt Inscription Regulations for Bronze :

Side by Side - surname 2" first name 1 1/2" dates 1"

Single, True Companion, In & Over, and Abbey – full names 1 1/2" dates 1 "

Crypts for 8 – names 1 1/2" dates 1"

Crypt Inscription Regulations for Granite-Sandblast :

Side by Side - surname 2" first name 1 1/2" dates 1 1/4"

Single, True Companion, In & Over, and Abbey – full names 1 1/2" dates 1 1/4"

Crypts for 8 – names 1 1/2" dates 1 1/4"

Cremation Niche Inscription Regulations Bronze:

First Name and Surname 3/4" dates 1/2"

Cremation Niche Inscription Regulations Glass:

Surname 1" First name and dates 1 1/4"

Cremation Niche Inscription Regulations Granite - Sandblast:

First Name and Surname 3/4" dates 1/2"

10. Niche Dimensions: All niches can retain standard size cremation urns and containers. Contact cemetery office for size confirmation prior to purchase of an urn.

For Cemetery of the Holy Rood:

Ascension Chapel Mausoleum Columbarium (ACM) Maximum size 5" x 10" x 10"

Holy Rood Chapel Mausoleum Columbarium (Phase I) Maximum size 6 1/2" x 13" x 13" .

Maximum Urn sizes Granite Niches (Phase II) 6 " wide x 10 1/2" high x 8" depth.

Maximum Urn sizes Glass/Bronze (Phase II) 5 1/2" wide x 10 1/2" high x 10 1/2" depth.

Maximum Urn sizes Classic Glass (Phase II) 9" wide x 10 1/2" high x 10 1/2" depth.

For Holy Sepulchre Cemetery:

Ascension Chapel Mausoleum Columbarium (ACM) Maximum size 5" x 10" x 10"

Annunciation Chapel Mausoleum Columbarium Maximum size 6 1/2" x 13" x 13" .

Holy Cross Garden Mausoleum (HC3) Maximum size 6 1/2" x 13" x 11"

For Queen of All Saints Cemetery:

Queen of All Saints Chapel Mausoleum Columbarium Maximum: 6 1/2" x 9" x 12 1/2"

Sacred Heart Chapel Mausoleum Columbarium Maximum size 6 1/2" x 13" x 13" .

## Catholic Cemeteries General Rules and Regulations

11. Glass front niche, all urns must be of size and style as approved by Cemetery Authorities. Suitable urn materials are bronze, ceramic, and hardwood.
12. Requests to place Military emblems on crypts or niches must be accompanied by Honor Discharge Papers from a branch of service in United States of America's military.
13. In order to prevent problems associated with the entombment of human remains, all bodies must be properly embalmed and all caskets will be placed in crypt trays provided by the Cemetery. The Cemetery reserves the right to repair or replace the crypt trays or to take such other steps which they, in their sole discretion, deem appropriate and necessary to maintain the individual crypt and the mausoleum generally in a respectful, safe and dignified condition.
14. The cemetery management has implemented an extra -Space Utilization policy with the following restrictions for placing and memorializing cremated remains in crypt spaces:
  - a. A maximum of one urn (the remains of one cremated person) can be placed in a crypt in addition to the maximum number of casket spaces. If the urn is placed in addition to the casket (not in place of) an additional use fee will be charged at the time of inurnment. This fee is in addition to standard inurnment fee and inscription charges.
  - b. One additional inscription per crypt will be permitted. The cemetery management defines the one additional inscription as one additional inscription for a single crypt; one additional inscription for a true companion crypt, two additional inscriptions for a side by side companion crypt; one additional inscription for an abbey crypt designated for two casket spaces; one additional inscription for in-and-over crypt configurations. Due to limited inscription space, inurnments and inscriptions are prohibited in crypts designed for four casket entombments.
  - c. Inscription format shall appear as follows: For Single Crypts and Side-by-Side Companion Crypts, the additional inscription to appear below the planned inscription format (or layout). For a Side-By-Side Companion Crypt, if a different family name is to appear, it may appear along side of the existing family name or it may appear on the same line as the first name. For True Companion crypts, inscriptions must be re-arranged to allow for a third inscription. The top inscription remains at the existing planned layout, with spacing for the second and third inscription to appear with equal spacing. For bronze letters, there is an additional charge for the inscription work. For sandblast lettering there will be an additional charge for cover replacement or a re-finish and re-inscribe fee will be charged to accommodate the additional inscription work.
15. **The floor space in a family room:** to maintain a dignified atmosphere and to avoid problems such as decaying flowers, water stains, insects and a general unsightly appearance, **individual floral decorations**, balloons, decorative objects, flags, glass jars, statues, vigil lights or similar objects **will NOT be permitted on the floor nor against any wall in or around the Family Room or anywhere in the mausoleum.**

## **Catholic Cemeteries General Rules and Regulations**

**The gates and rail panels in a family room:** to maintain a dignified atmosphere, **individual floral decorations**, balloons, decorative objects, flags, glass jars, statues, vigil lights or similar objects **will NOT be permitted to be attached or affixed to in any manner in or around the family gate, rails, or panel area.** No locking mechanism can be placed on the gates or rails. The entire gate and rail system shall be removed by the cemetery staff to complete an entombment within the family room space. The gate and rail system will be reinstalled after each entombment at the time and discretion of the cemetery staff.

### **LAWN CRYPTS**

1. Lawn crypt plots are designed for the burial of caskets only (without the use of outer box receptacles).
2. Lawn crypt owners and/or their funeral director should telephone the cemetery office to confirm a maximum casket size for the lawn crypt prior to selection of a casket. (For Queen of All Saints Cemetery caskets are restricted as follows: Height 25” Width 29 1/2” and Length 87”).
3. Specific regulations for upright monuments, flush markers, and the planting and decorating rules and regulations for lawn crypts have been incorporated in the monument and planting sections of these rules and regulations.
4. On vacant lawn crypts without a memorial, refunds up to 90% of the purchase price shall be granted to Lawn Crypt Owners when deemed appropriate to cemetery management upon completion of a cemetery affidavit, surrender of the Certificate of Right of Burial, receipt, and/or Contract. The cemetery retains a percentage of the purchase price for administrative expenses in preparing, documenting, approving, and forwarding the refund.
5. Holy Sepulchre Cemetery offers a Catholic Veteran’s Section for Catholic members of the United States Military. Honorable discharge papers are required.

### **FAMILY MAUSOLEUM AND UNDERGROUND VAULT REGULATIONS**

**The complete set of Family Mausoleum and Underground Vault (Memorialization) Rules and Regulations have been published in a separate document sent directly to monument and mausoleum building companies.** These Regulations are subject to amendment, clarification, or addition as deemed appropriate by Cemetery Management, are intended to further amplify these issues, concerns, and desires. Families may inspect a copy at the cemetery office or request a copy in writing.

**Catholic Cemeteries  
General Rules and Regulations**

**DISINTERMENTS**

According to the rituals and common practice of the Roman Catholic Church, burial, entombment or inurnment is considered a final act that allows the body of the deceased to “rest in peace” while awaiting resurrection.

Disinterment or removal of the dead from their graves, crypts or niches should only be done for the most serious of reasons. Cemetery personnel will exercise great care and respect in conducting such removals. A full treatment of the restrictions and required protocols is contained within the Rules and Regulations for Catholic Cemeteries.

The cemetery management suggestions, prior to reviewing Disinterment Procedures family members and their funeral directors should review and familiarize themselves with these two prior sections of the cemetery’s rules and regulations for Certificate holder Information and Interments. Also recommended is a review of related sections regarding Community Mausoleums and the Monument Section in these rules and regulations document (as well as the Monument Regulation document published separately) where applicable.

1. The Cemetery Management shall have the right to request those wishing to arrange for a disinterment to call the Cemetery Office in ample time so the Cemetery may complete arrangements. **No disinterments are performed from July 1 through September 30<sup>th</sup> of each year.**
2. Arrangements for disinterments for removals to other cemeteries shall be accepted from licensed funeral directors who shall call the Cemetery Office to make such arrangements. The arrangements made by the funeral director with the Management are binding on the Certificate holder/owner. (An exception to this requirement is the case of cremated human remains and certain disinterments within the confines of the same cemetery wherein private persons may directly arrange for such disinterment).
3. A Board of Health/Township Permit for Disinterment and Transport , when required, must be presented to the Cemetery Management before disinterment is completed.
4. All funeral personnel and/or vault company personnel shall be subject to the supervision and direction of the Cemetery Management. Before hire Funeral Directors should verify as to Vault Companies and/or other Contractors, status with the Catholic Cemeteries regarding their evidence of insurance in an approved form to the cemetery management for approval to work on cemetery grounds. Evidence of Insurance (Certificates) must be renewed each year/prior to expiration.

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5. Disinterments may be scheduled only upon the presentation of the following:
  - a. The original Certificate. Photocopies are not acceptable;
  - b. In place of the Certificate, the Duplicate Certificate, if one has been issued. Photocopies are not acceptable;
  - c. In addition to the above, disinterments will require presentation of two affidavits in a form acceptable to Management and duly executed. The first affidavit form is completed by the original owner, or, if the original owner is deceased, by his or her heirs at law (of legal age) given consent to the removal. The second affidavit form is completed by the heirs at law (of legal age) of the deceased, including spouse, children and parents of the deceased giving consent to the removal. (In certain instances an affiant may appear on both forms).
6. Upon completion submission and acceptance of the above stated documents (Certificate and affidavit forms), a request for a disinterment order can be presented to the cemetery office along with pre-payment of fees.
7. Casket (or whole remains) removed from the cemetery shall be accompanied by a licensed funeral director who shall present to the Cemetery Management the removal permit and the appropriate Certificate with affidavits, and remit all cemetery charges.
8. All disinterments must be placed in a proper outer container for transport and/or as required by governing cemetery regulations for re-interment.
9. No casket shall be opened at any time within the confines of the cemetery without a court order.
10. Special regulations for dis-entombments in private mausoleums and underground vaults:
  - a. In all instances, the vault or crypt of a private mausoleum shall be opened by a monument dealer. The monument dealer is an agent of the funeral director;
  - b. In the event a dis-entombment requires access to a previous entombment space, additional disinterment charges for raising and lowering a casket and additional affidavits will be required before the removal can be completed;
  - c. Monument dealers shall be required to close and re-seal the vaults or crypts on the same day the removal is completed;
  - d. At community mausoleums, because of the limited space in the aisles, and because of the necessary mechanical equipment required in removing a casket in the crypt, all disentombments will be made privately without the family present.
11. The Cemetery Management shall exercise due care in making a disinterment, but it shall assume no liability for the condition of a casket or burial container. Disinterments are not done in the presence of family members. A licensed Funeral Director may be present to represent the family.

**Catholic Cemeteries  
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12. The Cemetery Management reserves the right to prepare all affidavits required by the Cemetery rules and regulations and to levy a charge for recording of certain affidavits and supporting papers.

13. The Cemetery Management reserves the right to temporarily entomb remains in an unsold crypt in the community mausoleum serving as a receiving vault whenever in the discretion of the Cemetery Management an immediate disinterment or disentombment would not be feasible due to weather or other conditions such as the lack of complete adherence to the disinterment or disentombment procedure.

14. The cemetery reserves the right to collect annual care charges before completing a disinterment.

15. Funeral directors and the general public are advised to contact the Cemetery Office for clarification or any questions regarding disinterment regulations.

16. The cemetery will require presentation of the cemetery Certificate, an affidavit, and a monument/inscription removal permit and payment of related fees prior to the removal of a cemetery monument and/or inscription from a monument. The monument removal affidavit should be in a form acceptable to Management and duly executed. The affidavit form is completed by the original owner, or, if the original owner is deceased, by his or her heirs at law given consent to the removal of the monument or inscription.

17. Disinterments from ground burial to crypts will be permitted provided the casketed remains are placed in a crypt tray.

18. In addition to a statement included in the cemetery affidavits, Cemetery records will publicly reflect the removal and reburial location.

19. The cemetery management through its contract and its general rules and regulations reserves the right to open and inspect an occupied crypt chamber for the purpose of maintenance, repair or replacing a tray, or inspection of the casket. The cemetery management may elect to obtain affidavits to authorize the removal and transfer of remains to a new casket and specify the burden of costs.

The cemetery office should be contacted for additional information, eligibility, and required documentation for these care services.

**TEMPORARY ENTOMBMENTS**

All human remains brought to the cemetery for interment will be interred as soon as possible in a permanent resting place. When immediate interment is impossible or impractical, the cemetery reserves the right to temporarily entomb the remains in an unsold crypt in the cemetery's community mausoleum designated as a Receiving Vault. The constructing of a family mausoleum or underground vault does not qualify for temporary interment status.

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The cemetery collects a fee for temporary entombment payable monthly for Temporary Entombment status. The full monthly fee is due before temporary entombment and each subsequent month, the monthly fee is due the first of the month and is paid in full regardless of whether or not the remains occupy the space till the month's end.

The original owner/heirs and all visitors to the temporary site shall adhere to the cemetery's regulations governing plants and decorations for community mausoleum for the duration of the Temporary Entombment.

In some cases, the cemetery management will require an affidavit for Temporary Entombment prior to entombment within the Receiving Vault area.

All regulations for the Board of Health of State of New York regarding burial and handling of remains will be followed.

### **PLANTING AND DECORATING RULES AND REGULATIONS FOR GRAVES, COLUMBARIUMS AND CHAPEL AND GARDEN CRYPT MAUSOLEUMS**

#### **Specific rules for gravesites:**

Single and Double Graves: Only annual flowers may be planted within a semi-circle of 18" in front of the monument. Plants such as geraniums, marigolds, begonias and ageratum are especially well-suited for this purpose. They require minimum care and maintain their beauty all season long. No shrubs or bushes, vines, perennials, climbers, hedging or growing boundaries are permitted. Any such planting will be removed. For flush marker graves, no permanent plantings are permitted. Fresh flowers only may be placed in bouquet holders during the growing months (April thru October). Artificial bouquets may be used during the winter months (November 1<sup>st</sup> until one week after Easter).

Three Grave Plots and Larger: No shrub or bush is to exceed the following height restrictions, preferably they should be kept four (4) to six (6) inches below the maximum size permitted. The height restrictions are as follows: Three feet for a lot that consists of three graves recorded on the same Certificate. Four feet for a lot that consists of four graves recorded on the same Certificate. Five feet for a lot that consists of five graves recorded on the same Certificate. Six feet for a lot that consists of more than five graves recorded on the same Certificate. No shrub or bush is to exceed the height of the door on a family mausoleum. The cemetery management shall be the sole judge to the design or shape and portion of the maintained shrubbery. Shrubs and bushes are permitted to be planted on each side of the monument only on plots having three graves or more, i.e., three graves in width. To avoid constant trimming, slow-growing shrubs such as dwarf

## **Catholic Cemeteries General Rules and Regulations**

boxwood, Alberta Spruce, or Skyrocket dwarf junipers are recommended. Before planting any such shrubs, the Cemetery office should be consulted in order to be sure that your planting will conform to the type of shrub permitted and to its maximum size.

Only annual flowers may be planted within a semi-circle of 18” in front of the monument. Perennials, vines, climbers, hedging or rose bushes are not permitted. For rules on planting for twelve (12) grave plots or larger, please consult the cemetery office.

Children’s Plot: Only annual flowers may be planted within a semi-circle of 8” in front of the monument. Plants such as geraniums, marigolds, begonias and ageratum are especially well-suited for this purpose. They require minimum care and maintain their beauty all season long. No shrubs or bushes, vines, perennials, climbers, hedging or growing boundaries are permitted. Any such planting will be removed. Fresh flowers only may be placed in bouquet holders during the growing months (April thru October). Artificial bouquets may be used during the winter months (November 1<sup>st</sup> until one week after Easter).

*You should not place items of great personal and sentimental value; the cemetery cannot be responsible for decorations that have been removed. Damage resulting from improper decorations or the discarding of worn, faded, or soiled items cannot be covered for reimbursement nor can the cemetery assume responsibility for these decorations disappearance.*

### **All gravesites:**

While the Catholic cemeteries encourage participation in the care of grave spaces, for the protection of the cemetery, the employees, and visitors, all work performed by mechanical equipment or power tools of any kind is strictly prohibited.

Hand trimming around memorials, weeding, hand trimming of permitted shrubbery at your family plot are all permitted, recommended and encouraged activities.

Application of any fertilizer, pesticide or other chemical by anyone other than authorized cemetery employees or cemetery authorized outside contractors is strictly prohibited.

No lot shall be raised above the established grade. No shells, stones, pebbles may be used to decorate graves or lots. No glass jars, bottles, tin cans, crockery or earthenware pots are permitted.

No ornamental tree, bush, or large shrubbery that is part of the overall cemetery landscape may be used for any form of grave decoration at any time.

In general, fresh cut flowers, regardless of the season, are always welcome. Cut flowers must be placed in the designated area in an approved container. Flowers will be removed prior to mowing, or sooner if, in the judgment of Cemetery Management, they become unsightly.

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During the majority of the grass-growing season, mowing will typically take place on a weekly basis.

General clean-up of all sections takes place periodically throughout the year. During these times, all grave planting and decorating violations are subject to removal.

The placement of all items are regulated for the common good of all owners. No placed item is permanent to the site.

Potted plants are permitted to be placed on graves for the Holy Days and Holidays but will be removed one week after the day of celebration, unless removed from pots and planted in ground, where permitted.

Cut flowers are permitted when placed in an approved container in the planting area. "Out of sight" flush flower vases may be used for this purpose.

Flags for decoration must not exceed 12 x 16 inches. No more than two flags are permitted on any one plot. One must be an American flag. Faded, soiled or torn flags will be removed at the sole discretion of the Cemetery officials.

In order to protect the safety of field employees and visitors, wooden crosses, pin-wheels, banners, glass jars, toys, statuettes, shells, vigil lights, balloons, marble chips, planters edging and bric-a-brac of any description are not permitted either in planting area or placed on or affixed to monuments. Please note that mylar balloons will stain the monument. Any article of this nature placed on plots will be removed without notice.

Christmas decorations in the form of a wreath or blanket may be placed on the gravesites. These items, as well as all other Christmas decorations, will be removed beginning the last Monday in January.

Artificial flowers will be permitted **ONLY DURING THE WINTER MONTHS**, that is November 1<sup>st</sup> until one week after Easter.

Because the cemetery is open to the public, with thousands of visitors each year, the cemetery cannot guarantee plants and decorations from **DAMAGE, THEFT, or DISAPPEARANCE.**

The cemetery will not be responsible for plant, shrub, and/or planting bulb damage caused by wildlife.

The cemetery reserves the right to remove any decoration without notice when deemed as *unsightly or out of season* in accordance with the cemetery's planting and decorating rules and regulations.

## **Catholic Cemeteries General Rules and Regulations**

### **Specific rules for Community Mausoleums and Columbariums:**

Where floral tables are provided, bouquets of fresh flowers are permitted. Artificial bouquets are permitted from November 1<sup>st</sup> until one week after Easter. Arrangements will be removed when they become unsightly or out of season. In chapels and buildings where tables are not provided, the cemetery will provide floral arrangements as decoration. At no time may articles or flowers be attached to crypt or niche covers, as damage could occur.

Responsibility for the proper maintenance of all lawns, trees, shrubbery and ornamental plantings surrounding community mausoleum and columbarium facilities rests with Cemetery Management.

Community mausoleums and columbarium areas require acts of sharing of common areas including the walkways, benches, and floral stands. With many people buried in close proximity, the cemetery management must restrict visitors by limiting the size and the number of floral bouquets placed in these areas. Wreaths, designs, pictures and other decorative or devotional objects are not permitted in community mausoleums and columbarium areas.

All objects shall be removed that violate regulations or when, in the judgment of Cemetery Management, their appearance and condition warrant removal.

### **Decorations and care of gravesites as they relate to cemetery work:**

While excavating a grave, the Cemetery exercises normal care with respect to private plantings, but we cannot be responsible for same when the planting is unavoidably damaged. While excavating a grave, it is unavoidable that the grass of adjoining graves be disturbed. Although every effort will be made to repair the grounds as soon as possible, nature and weather conditions dictate that winter burials cannot be repaired until spring, and summer interments must wait until fall.

### **Specific rules for Lawn Crypts:**

Monument Lots: Only annual flowers may be planted within a semi-circle of 18" in front of the monument. Plants such as geraniums, marigolds, begonias and ageratum are especially well-suited for this purpose. They require minimum care and maintain their beauty all season long. No shrubs or bushes, vines, perennials, climbers, hedging or growing boundaries are permitted. Any such planting will be removed.

Flush Marker Lots: No permanent plantings are permitted. Fresh flowers only may be placed in bouquet holders during the growing months (April thru October). Artificial bouquets may be used during the winter months (November 1<sup>st</sup> until one week after Easter). In ground planting is prohibited.

## Catholic Cemeteries General Rules and Regulations

The following Planting and Decorating Rules and Regulations apply to Permission to Plant Bushes and/or shrubs to larger size lots:

1. Shrubs and bushes are permitted on three grave (wide) lots and larger. To avoid constant trimming, slow-growing shrubs such as dwarf boxwood, Dwarf Alberta Spruce (*Picea glauca Conica*), or *Ilex Crenata Convera* (Butter Scotch) are recommended. No permanent plantings are allowed on single or double graves. These plantings will be removed without notice.
2. No shrub or bush is to exceed the following height restrictions, preferably they should be kept four (4) to six (6) inches below the maximum size permitted. The height restrictions are as follows: Three feet for a lot that consists of three graves recorded on the same Certificate. Four feet for a lot that consists of four graves recorded on the same Certificate. Five feet for a lot that consists of five graves recorded on the same Certificate. Six feet for a lot that consists of more than five graves recorded on the same Certificate. No shrub or bush is to exceed the height of the door on a family mausoleum. The cemetery management shall be the sole judge to the design or shape and portion of the maintained shrubbery.
3. Shrubs and bushes are planted on the sides of the family memorial only. Never in the floral placement or planting area. Placed shrubs may extend the width of the memorial plus 16 inches in front and the rear (if same lot). **At no time shall the planting encroach upon any other lot.** Other Perennials, vines, climbers, hedging or rose bushes are not permitted.
4. The maintenance (care) for the plantings remain the responsibility of the family. Failure to maintain the plants shall be deemed as sufficient and final notice to cemetery management authorizing their immediate removal without notice or compensation to the certificate holder or the certificate holder's heirs or anyone.
5. **Cemetery personnel take reasonable care to safeguard all plantings. Nevertheless, due to the great number of visitors to the cemetery, it is impossible to guarantee these items from theft, damage or loss. Items placed in violation of these rules will be removed and disposed of without notice or compensation.**
6. Plant at your Own Risk. **The cemetery may require the temporary removal of shrubbery from the planted area to accommodate a burial within the lot or at times the adjacent lot. Due to conditions and equipment surrounding burial procedures families will not be notified of the plant's removal. The plant may remain unearthed for a period of several days subject to all types of weather conditions.**
7. **For this reason the cemetery accepts no responsibility to the vitality of the plant nor guarantee its vitality upon replanting thereafter.**

**Catholic Cemeteries  
General Rules and Regulations**

- 8. Garnishments - Glass jars, statues, shells, vigil lights, marble chips and bric-a-brac of any description are not permitted. Lot owners should review the general planting and decorating regulations for the restrictions placed on silk and artificial floral arrangements. Any articles of this nature placed on lots or in the bushes or shrubbery will be removed.**
  
- 9. The cemetery reserves the right to remove and dispose shrubbery whereas in cemetery management's judgment infestation (poor health), safety, overall appearance, or lawn damage can or has occurred. Plants that stain monuments or lawn areas may also be removed without notice.**
  
- 10. Consent to plant is granted to the lot owner or the lot owners heirs only. Firms (Contractors) are prohibited from planting or maintaining the shrubs unless serving as an agent of the family. The cemetery will not be a third party to a contract or agreement expressed or otherwise stated by a landscape contractor, florist, or nursery. All work completed on cemetery grounds must be approved by cemetery management with proper insurance coverage on file.**
  
- 11. Certificate holders and their heirs should report a Change of Address to cemetery authorities. The cemetery management deems legal and other notification final to the last record of address on file.**

## Catholic Cemeteries General Rules and Regulations

### Gravesite Floral Bouquet holders

*Glass, ceramic, pin or cone style lot vases are not permitted.* **Gravesite Floral Bouquet holders are intended to be long lasting – not perpetual.** Upon request, the cemetery office can assist you with the purchase of these bouquet holders.

### For Bronze Vases (placed on lots where permitted)

- 1) **Inscriptions** are generally the name, year of birth, and year of death. Due to size there remains limitations to any terms of endearment. All content is subject to management's approval.
- 2) All floral bouquet holders **must be flush to the ground.**
- 3) The cemetery **prohibits** the use of **pin style temporary vases, or glass and ceramic containers** to hold flowers and/or plants.
- 4) Due to burials in the lot and at times the adjacent lot the cemetery **does not permit the encasing or permanent mounting of the bouquet holder** in cement or any other permanent setting. (Please note: Immediately following burial work vases are often set two to three inches above grade due to anticipated future top soil placement in the area.)
- 5) **Frost conditions** can crack and damage the floral vase container. The cemetery can provide a replacement insert at a reduced cost.
- 6) The cemetery **does not accept responsibility** for replacement of vases that are damaged by other persons. The cemetery does not accept responsibility for vases that are stolen. The cemetery does not accept responsibility to replace vases purchased elsewhere. The cemetery at its own discretion may **repair and/or replace** gravesite floral bouquet holders that are deemed damaged by cemetery personnel and equipment. The cemetery management shall be the sole judge of determining this responsibility. Verification of Proof of purchase shall be required. Replacements shall be subject to available bouquet holders offered by the cemetery at the time of claim.
- 7) **Placement** – Bouquet holders are to be placed in the designated planting area only. Bouquet holder are not permitted on the sides on the monument or between two monuments.
- 8) Bouquet holder rules and regulations are designed to meet the guidelines expressed and implied by the cemetery's general rules and regulations, the cemetery's planting and decorating regulations, and the cemetery's monument rules and regulations. All purchasers are encouraged to review these rules before purchase.

**Catholic Cemeteries  
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- 9) Bronze Bouquet holders are prohibited for use in Lawn Crypt sections (where flush markers are used), in all Community Mausoleum Crypt buildings, and all Flush Marker sections (excluding lots where the vase is part of the marker design).
- 10) Since vases are inscribed all purchases are final and refunds are not available.
- 11) Regulations are subject to change.

**For Aluminum Vases (placed on lots where permitted)**

1. Aluminum Bouquet holders (purchased at the cemetery office) are not inscribed. Upon placement the cemetery will write the lot locations on the vase for identification purposes.
2. All floral bouquet holders **must be flush to the ground.**
3. The cemetery **prohibits** the use of **pin style temporary vases, or glass and ceramic containers** to hold flowers and/or plants.
4. Due to burials in the lot and at times the adjacent lot the cemetery **does not permit the encasing or permanent mounting of the bouquet holder** in cement or any other permanent setting. (Please note: Immediately following burial work vases are often set two to three inches above grade due to anticipated future top soil placement in the area.)
5. **Frost conditions** can crack and damage the floral vase container. The cemetery can provide a replacement insert at a reduced cost.
6. The cemetery **does not accept responsibility** for replacement of vases that are damaged by other persons. The cemetery does not accept responsibility for vases that are stolen. The cemetery does not accept responsibility to replace vases purchased elsewhere. The cemetery at its own discretion may **repair and/or replace** aluminum bouquet holders that are deemed damaged by cemetery personnel and equipment. The cemetery management shall be the sole judge of determining this responsibility. Verification of Proof of purchase shall be required. Replacements shall be subject to available bouquet holders offered by the cemetery at the time of claim.
7. **Placement** – Bouquet holders are to be placed in the designated planting area only. Bouquet holder are not permitted on the sides on the monument or between two monuments.

**Catholic Cemeteries  
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8. Bouquet holder rules and regulations are designed to meet the guidelines expressed and implied by the cemetery's general rules and regulations, the cemetery's planting and decorating regulations, and the cemetery's monument rules and regulations. All purchasers are encouraged to review these rules before purchase.
9. Aluminum Bouquet holders are prohibited for use in Lawn Crypt sections (where flush markers are used), in all Community Mausoleum Crypt buildings, and all Flush Marker sections (excluding lots where a bronze vase is part of the marker design).
10. Regulations are subject to change.
11. Once the vase is set at the lot, all purchases are considered final and refunds are not available.

**MODIFICATIONS  
AND  
AMENDMENTS**

1. Because of continuing changes in customs, practices, economic conditions, and products, Catholic Cemeteries may, and hereby expressly reserves, the right at any time or times, with or without notice to Certificate holders, to adopt new *Rules and Regulations*, or amend, alter and/or repeal any *Rule, Regulation* and/or article, section, paragraph and/or sentence in these *Rules and Regulations*.

Catholic Cemeteries further reserve the right to modify and change all prices referred to herein without notice.

2. A copy of the current and dated Rules and Regulations and current price lists will be available for inspection at Catholic Cemeteries' offices located in each cemetery during regular office hours.

In order to prevent confusion and misunderstanding as to which version of the *Rules and Regulations* is current and is in force, the entire *Rules and Regulations* document shall remain on a Cemetery's premises, shall be available to the Certificate holder, appropriate contractors and vendors, as well as the general public.

3. Special cases may arise in which the literal enforcement of a *rule* may impose unnecessary hardship. The Cemetery Management, therefore, reserves the right to make exceptions, suspensions, or modifications of any of these *Rules and Regulations*, without notice, when in the judgment of the Management, such action appears necessary; such temporary exception, suspension or modification shall in no way be construed as affecting the general applications of such *Rules and Regulations*.

## **Catholic Cemeteries General Rules and Regulations**

4. If any section, subsection, paragraph, clause provision of these *Rules and Regulations* shall be adjudged invalid, such adjudication shall apply only to the provision so adjudged, and the rest of these *Rules and Regulations* shall remain valid and effective.

5. Due to constant changes in cemetery design and layout, section additions, as well as changes to the growing number of products and services offered at Catholic Cemeteries, the Cemetery has published Monument, Inscription, Family Mausoleum and Underground Vault Regulations under a separate document.

### **PURPOSE OF MONUMENT RULES & REGULATIONS**

The placement of memorialization within Catholic Cemeteries involves a number of considerations for which *Rules and Regulations* are appropriate. First and foremost, it must be remembered that Catholic Cemeteries are consecrated or dedicated by the Roman Catholic Church and are therefore religious in nature. By their existence, Catholic Cemeteries make a faith statement. Any memorial of any type placed within Catholic cemeteries will be evaluated in this context.

Second, it is the desire of both the family and Catholic Cemeteries that any memorialization placed be of such quality that it will not deteriorate over time and present a future situation of further expense to a family or difficulty to the Cemetery.

Third, while the memorial is meant to identify and honor an individual or family, designs and inscriptions must be within the parameters of baptismal dignity and must further acknowledge this dignity in a commonly identified religious symbol.

Fourth, because of the number and different types or relationships between families, the Cemeteries, and the Monument Dealers, Rules and Regulations insure that all are treated fairly, and a spirit of mutual cooperation is fostered.

Finally, as an aid to assisting all who seek to locate graves the Cemetery, Catholic cemeteries require the placement of the Section, Range, Lot identification on every monument or memorial.

The purpose of these *rules* is to achieve long lasting, safe, and dignified religiously appropriate cemetery monuments, to prevent abuses with regard to size, design, and theme, and to foster a spirit of mutual cooperation between the cemeteries and monument dealers.

All persons are reminded that Catholic Cemeteries have been consecrated or dedicated by the Church and designed for the interment of the dead. The observance of all that is proper and respectful is expected of everyone. All monument work shall cease in the immediate area during services.

## **Catholic Cemeteries General Rules and Regulations**

The authorities of Catholic Cemeteries reserve the right at all times to approve and prescribe the kind, size, design, symbolism, craftsmanship, quality and material of monuments and markers placed or to be placed in these cemeteries.

Enforcement of these regulations does not mean that the cemetery guarantees any memorials. Any deficiencies in quality or installation remains the responsibility of the independent contractor you choose.

**The complete set of Monument (Memorialization) Rules and Regulations appear in a separate document sent directly to monument and inscription companies.** These Regulations are subject to amendment, clarification, or addition as deemed appropriate by Cemetery Management, are intended to further amplify these issues, concerns, and desires. Families may inspect a copy at the cemetery office or request a copy in writing.

# Catholic Cemeteries General Rules and Regulations

## Understanding Crypt Configurations

