**Guidelines and Procedures for Green Pond Presbyterian Cemetery**

1. **The Green Pond Presbyterian Cemetery is a separate entity from the Green Pond Presbyterian Church. It is under the direction and care of the trustees of the Green Pond Presbyterian Cemetery Perpetual Care Trust.**
2. **All funds collected for cemetery care, purchase of plots/lots, opening of graves and other funds collected for any reason are to be separated from the Church funds.**
3. **One trustee will be responsible for selling burial plots in the new section of the Cemetery. There are no available plots in the original section.**

**Present Trustee, Pat Seagle, is the contact person for sale of new cemetery plots, and the opening of any grave plots previously purchased in either section. Her contact number is (205) 394-1015.**

1. **New grave plots are $500 each. The opening of a grave site is an additional fee of $250 per grave site. Which brings one plot and one grave opening to a total of $750. Any previously purchased plot still requires an opening fee of $250 at the time of burial. (See Guideline 15 for cremated remain rules)**
2. **The term “plot” is an area of sufficient size to accommodate one adult interment: five feet in width by ten feet in height. The term “lot” shall apply to numbered divisions as shown on the cemetery record plat which consists of two or more plots. (See Guideline 15 for cremated remain rules)**
3. **No refunds are available for plots/lots purchased. Persons purchasing a plot/lot cannot resell that plot/lot to someone else without the cemetery trustee’s approval with the original receipt of ownership returned and reissued to the new owner.**
4. **No grave may be dug without the permission of the cemetery trustee in charge of plot/lot sales. Presently that is Pat Seagle, telephone**

**(205) 394-1015.**

1. **One trustee will be responsible for securing services for the upkeep of the cemetery. Before any major care or repair work is done, the other trustees must be contacted for agreement. The Trustee currently responsible for the cemetery upkeep is Rosa Lemond.**
2. **Although the Cemetery trustees are responsible for the cemetery upkeep, it is expected of family members to maintain the inside of the plot/lot in which loved ones are buried.**
3. **Flowers are welcomed any time of the year. However, it is the responsibility of the family member or whomever placed the flowers to remove them when they become unattractive. No glass containers or glass vases are acceptable as flower holders. Bottles, toys, figurines, and other objects that might create a mowing hazard will not be permitted during the mowing season and where unsafe may be removed and disposed of as the trustees see fit.**
4. **New gravesites shall be cleaned of dead flowers, wreaths, etc. within fourteen (14) days of the burial. Debris should be hauled away by the family.**
5. **There shall be no planting of shrubbery, trees, flowers, etc. in the ground of the cemetery except that of a live plant in a pot that is placed on a gravesite.**
6. **It is required that every plot have a cemetery monument that is inscribed with at least the name, date of birth and date of death of the person buried in the plot. No monument may be installed in such a fashion that it extends beyond the boundaries of the designated plot, or that it interferes with future grave openings or that would interfere with cemetery upkeep.**
7. **No improper effigies or markers or monuments bearing offensive inscriptions shall be permitted to be placed in or upon any part of the Cemetery. The Cemetery trustees shall remove any such markers at the expense of the family of the plot/lot. No offensive inscriptions.**
8. **Cremated remains may be direct buried in a sealed waterproof container or in an urn, casket and vault. If direct buried, not more than three containers may be buried in any one burial plot. If in a casket and vault, normal rules apply. If direct buried, site of the grave opening, should be two feet long by two feet wide and two feet deep. The cost of a grave opening is $250. Each grave must have a marker bearing the name, date of birth and date of death of each individual. If direct buried, marker should be flat and placed directly above the container. If casket and vault, normal rules apply. No interments of cremated remains other than that of a human being will be permitted.**
9. **All non-cremated remains shall be enclosed in a sealed cemetery cement vault.**
10. **The trustees are responsible for raising funds, the disbursement of those funds, and the investment of those funds. The current Trustee Treasurer is Rosa Lemond who has the authority to receive and disburse the needed upkeep funds or purchase of needed equipment. Investments are the responsibility of all trustees under the direction of the Chair of the Trust. Presently the Chair of the Trust is William Hubbard.**
11. **The Green Pond Cemetery trustees assume no responsibility for damages to gravesites, monuments, markers, etc. that may occur while preparing for a burial in another plot or while work is being done to another plot/lot or from any act of God that may occur.**
12. **It shall be the responsibility and liability of the funeral home, grave digger, monument company or any other such company or person who is working in the cemetery, to repair, replace or make good any damages to any other plot/lot that may occur as a result of a mistake or oversight on said person’s part.**
13. **These Guidelines and Procedures for Green Pond Presbyterian Cemetery apply to all previously purchased plots/lots.**

**October 6, 2024**