

SAINT LOUIS CATHOLIC CEMETERY



Rules and Regulations for
Management of Cemetery
Revised November 2013



Cemetery office is located at

Holy Name of Jesus Parish
511 Second Street
Henderson, Kentucky 42420

270-826-2096
www.holynameparish.net

Board Members

Rev. Larry McBride, Pastor

Jerry Smith, Chair

Kaye Villines, Sec/Treas

Jerel Schneider

Larry Phillips

Jim O'Nan

Patty Day

Terry Berrong

This booklet of rules and regulations has been put into effect for your benefit so that we may maintain accurate records and an orderly cemetery. Any changes or additions are to be the decision of the cemetery board.

**RULES AND REGULATIONS OF THE
ST. LOUIS CEMETERY**

1. Visitors are reminded that the grounds of St. Louis Catholic Cemetery are sacredly devoted to the interment of the dead, according to the discipline of the Roman Catholic Church and that a strict observance of the decorum which should characterize such a place will be required.
2. Hours of Operation: The hours of operation are from 8:00am to dusk. No burials will be accepted in the cemetery after 4:00pm.
3. No burial will be allowed on Sunday or Holidays except in cases of contagious diseases upon written order of the Board of Health. (Holidays to be observed are Easter, Memorial Day, July 4th, Thanksgiving, Christmas and New Years Day.)
4. Burial Rights: Buyer purchases burial rights only.
5. Prices of Graves: Listed at the end of booklet.
6. Transfer of Ownership of Graves: A fee of \$30.00 per transfer of grave space to another owner and due at time of transfer and must contact Parish Office.
7. Payments for Graves: Registered Parishioners may spread the cost over 24 monthly installments. A 25% down payment is required. If monthly payments are not made the graves will be resold and money refunded less a 25% administrative fee.

8. **Flowers**: No glass jars, tin cans, tin vases or any type of crockery vase or urn at any grave will be allowed. These items will be removed as they are dangerous. We also ask that you remember that potted plants may not be put in the ground. This is also true of baskets of flowers. Artificial flowers are permitted if on a stand from November 1st to March 1st. Flowers that are the clamp-on type and above ground, or on a shepherd's hook, may remain on monument all year.
9. No person shall hunt, drive or chase any game or bird within the enclosure of the cemetery or shoot or discharge any firearms or fireworks therein; ride or drive therein faster than a walk; hitch or fasten any horse or other animal to any tree or fence; deface, pencil mark, desecrate, or otherwise defile or injure, deface or destroy any tree, shrub, flower or plant. Provided that a regularly organized military escort either of the United States or the State may carry or discharge firearms within the grounds of the cemetery upon advanced permission from the cemetery board.
10. No person shall bring any refreshments into or upon cemetery ground with the intention of picnicking. No intoxicated person shall enter the cemetery grounds. Any person disturbing the quiet and good order of the cemetery by either making noise or by boisterous or improper conduct shall be asked to leave the grounds.
11. It shall be prohibited for children under twelve (12) years of age to be unaccompanied by their parents or guardians or other adult persons who are willing to accept responsibility for their conduct upon cemetery property for purposes other than cemetery business.
12. The cemetery will not accept responsibility for anything of movable character that may be misplaced, lost or broken.

Any violation of the above regulation numbers 9, 10, and 11 shall be turned over to the Law Enforcement Agencies for prosecution.

13. Funeral Directors must call Holy Name Church Office and give at least twenty-four (24) hours notice before interment or disinterment. If weekend, please call Kaye Villines at 521-6072 or Jerel Schneider at 827-9881.
14. No person, except the cemetery clerk (Holy Name Office) shall authorize an interment or disinterment of any kind within the cemetery property.
15. All burials and tent erections ordered by the funeral director shall be the financial responsibility of the funeral Director.
16. Burial Forms, Permits: The funeral director shall submit all legal documentation. A clergy/burial record is to be completed and given to the Holy Name office on or before the day of interment. If this is not possible there is a seven (7) day grace period. If not submitted within the seven (7) day grace period, the Cemetery Board shall not accept any new orders until all forms have been turned in.
17. Outer Burial Containers: Outer burial containers shall be a minimum of a concrete box.
18. All digging of graves may only be performed by an approved excavator.

19. We will allow two individual cremains to be buried in one grave space. If a funeral home is not involved, the cremains must be buried by one of St. Louis's Cemetery Clerks and there will be a fee. Refer to last page for fee.
20. As a grave settles, the owner should contact the funeral home so they can contact the grave excavator, who will add dirt to grave. St. Louis Cemetery will add grass seed to new graves only once a year in the Fall.
21. The mowing of grass shall only be done by persons appointed or hired by the cemetery board.

MONUMENTS AND HEADSTONES

22. Before ordering a monument or headstone, the monument company is to contact the cemetery clerk (Holy Name office) to ascertain if there is space on the lot for the desired monument or headstone. All spaces must be paid in full before placing a monument.
23. There is a foundation fee of \$25.00 for single and \$50.00 for a double monument. This fee is due upon placement of foundation.
24. No person will be permitted to erect a monument or headstone on a lot without the consent of the lot owner and complying with the rules of St. Louis Cemetery.
25. Plans for all monumental work must be submitted to the cemetery clerk for approval before contracting for same. Seven (7) days notice is required.

26. All persons setting or removing monuments from the cemetery must give the clerk of the cemetery seven (7) days notice before doing so.
27. All monuments and headstones must be of good quality granite, marble or other stone adapted for such purpose. No monument or headstone shall be erected in the cemetery unless it is firm: placed on a suitable foundation of solid masonry. Foundations will be a minimum of 24" deep and no wider than 36" per space. Larger and taller monuments shall be dealt with as the situation arises. Persons engaged in erecting monuments or other structures shall not scatter their material over adjoining lots, nor leave materials over adjoining grounds longer than necessary and they shall lay planks on the ground on or over which heavy material is to be moved, so as not to disfigure or tear up the ground. Workmen engaged in the erection or construction of structures in the vicinity of a burial shall suspend their labor during religious services respecting the same and during the burial and the cutting of stone in sections where grass is to be cut is hereby prohibited.
28. Headstones must be placed on west side of grave space, head of grave. Any stone at the foot of the grave must be ground level.
29. In the erection of monuments or other structures, a place will be designated by the cemetery clerk for the deposit of all building material which shall not remain longer on the grounds than is actually necessary for the completion of the work.
30. All workmen employed in the erection of any monument or other structure must be subject to the control and direction of the cemetery clerk and any workman failing to conform to this regulation will not be permitted to work on the cemetery grounds.

31. All contractors doing construction work on any and all monuments, ledgers or headstones must carry and pay for all necessary Workmen's Compensation, Public Liability, Automobile and Truck Insurance.
32. The placement of monuments or headstones is a contract between the lot owner and the monument company and the cemetery is not responsible for any arrangements.
33. Each lot owner shall keep in good repair all stone or monumental work upon his or her lot. In case of failure to do so, the cemetery may either repair or remove the same at the lot owner's expense.
34. When a monument, headstone or ledger is to be removed from the cemetery, representatives must have written permission from the owners.

MAUSOLEUM AND COLUMBARIUM

Prices of Mausoleum Crypts and Columbarium Niches: Listed at the end of booklet.

Payments for Crypts and Niches: Registered Parishioners may spread the cost over 24 monthly installments. A 25% down payment is required. If monthly payments are not made the spaces will be resold and money refunded.

Transfer of Ownership of ground space for a crypt or niche: The church will give credit equal to half of the current price of the ground space and apply it to the purchase of a crypt.



Prices effective July 1, 2010

	Registered Parishioner	Non Parishioner
Section 1 ground space	800.00	1,000.00
Section 2 ground space	1,000.00	1,500.00
Mausoleum crypt	2,800.00	3,300.00
	Two for 5,000.00	
Columbarium niche	750.00	950.00
Fee for interment of Cremains by cemetery clerk	300.00	300.00

