

Cathedral, All Saints, Gate of Heaven

Rules and Regulations for Memorials

General Guidelines

When reference is made to memorials, it includes upright monuments, lawn level memorials, statuary, tombs or mausoleums.

- 1) All memorials must be made of cemetery approved materials.
- 2) All memorials installed in the cemetery must be approved by cemetery management. Should they be placed without prior consent of the cemetery authorities, the cemetery has the right to remove or alter such installations at the expense of the certificate holder. Any memorial that becomes unsightly or a safety hazard will be removed.
- 3) Memorial dealers shall abide by all rules and regulations of Catholic Cemeteries, Inc. of the Diocese of Wilmington.
- 4) Only first quality granite memorials made of certified monumental grade granite, free from all flaws and defects and manufactured with high quality workmanship will be accepted. Dealers further agree that should any defects develop within five (5) years of the date of setting, the memorial will be replaced without cost to the cemetery or certificate holder.
- 5) All memorials shall have a Christian symbol in a prominent position on the front side of the die or on the face of a lawn level memorial.
- 6) When a cross is used it must not be obscured in any other portion of the design. It is preferred that it be in an upright position. Only symbols and inscriptions deemed appropriate to a Christian burial are acceptable.
- 7) Since there are certain restrictions concerning the size and type of memorials permitted, memorial dealers are advised to inform themselves of the types of memorials permitted on specific lots before commitments are made to a client. The cemetery is not responsible for the failure of a memorial dealer to ascertain restrictions applying to particular lots.
- 8) An "Application to Erect a Memorial" for Catholic Cemeteries, Inc. including a detailed sketch drawn to scale with inscription, and the signature of the original certificate holder or qualified heirs must be submitted to the cemetery office for approval. This application must be completely filled out including the appropriate location.
- 9) The cemetery reserves the right to deny placement of the memorial on a location until the purchase price and/or the cost of endowed care on older lots has been paid in full.
- 10) All memorial dealers or their representatives must obtain prior permission from the cemetery superintendent to place, clean, inscribe, repair or remove any marker, memorial or private mausoleum within a diocesan cemetery. When performing any such work on cemetery grounds, personnel must comply with all rules and regulations of Catholic Cemeteries, Inc. and any reasonable direction given by cemetery authorities.
- 11) All work of any description must be stopped when the continuation of work will interfere with any interment service being conducted on cemetery grounds.
- 12) The cemetery reserves the right to stop all work of any nature in the following instances:
 - a. Proper preparations have not been made to safely complete the setting or repair operation.
 - b. Continuation of such work threatens life or property.
 - c. Tools and vehicles used are insufficient or defective.
 - d. The work completed is not in accordance to the specifications previously provided to the cemetery.
 - e. Persons employed by monument dealers violate cemetery regulations.
- 13) The soliciting memorial sales or memorial work within the cemeteries is prohibited.
- 14) All names and inscriptions on memorials must correspond with the names on file in the cemetery office.
- 15) Any epitaph or inscription on memorials shall be reviewed by cemetery officials. Those judged in poor taste or incompatible with Roman Catholic principles and doctrine will not be permitted.
- 16) Pet names and nicknames are discouraged.
- 17) Catch phrases or symbols emblematic of secular organizations are not permitted.
- 18) Waterproofing, colorations, painting, lithochroming, enameling, lacquering or bronzing of letters or carvings on any part of the memorial is prohibited.
- 19) Ceramic photographs may not be placed on memorials or mausoleums.
- 20) The following are not allowed:
 - a. Corner lot markers.
 - b. Curbing or railings of any type. If placed, the cemetery will remove them.

Guidelines for Upright Monuments

- 1) Only one (1) upright memorial is permitted on lots which allow placement of an upright memorial. All other locations must utilize lawn level memorials. Upright monuments are not permitted on single graves.
- 2) Free standing statues, crosses and urns are not permitted.

- 3) On lots permitting an upright monument, the maximum base length is 65% of the lot width. The maximum base width is 18 inches.
- 4) The maximum overall height (base and die) for an upright memorial is 5 feet.
- 5) Base and die must be the same grade and color granite.
- 6) **Bases:**
 - a. Bases must be of a uniform thickness and be dressed level on the bottom. Tops are to be polished and/or steeled.
 - b. Pitched rock is recommended on the back, ends and front but must be pitched under the line.
 - c. Washes front and back must be at least 2-1/2" but not to exceed 3". Washes on ends must be at least 3" but not exceed 6".
 - d. Bases must be a minimum of 8" high but not to exceed 12".

7.) Dies:

- a. All dies must be completely finished, polished and/or steeled front and back. Natural finishes permitted top and sides.
- b. Location of lot must be cut on lower right end of die in 3/4" letters and numbers.
- c. Minimum thickness of a die is 8" not to exceed 12"

8.) Lettering:

- a. All letters shall be blown to an approximate 30 degree V shaped depth.
- b. Raised lettering is prohibited.
- c. Lettering on family names shall be a maximum of 4" in height.
- d. Inscription lettering shall be no more than 1-1/2" in height.

Lettering on upright memorials which memorialize two (2) graves shall be restricted to the front surface of die. In other words the memorial cannot be lettered on the back unless the lot owner owns both the front and rear graves.

LAWN LEVEL MEMORIALS

- 1) All lawn level memorials shall be set with the top surface flush with the ground.
- 2) Single lawn level memorials will have a maximum dimension of 28" long by 18" wide.
- 3) Lawn level memorials on two (2) or more graves will have a maximum dimension of 48" long by 18" wide.
- 4) Minimum thickness on any lawn level memorial measuring 24" by 12" which contains no vase is 4".
- 5) Minimum thickness on any lawn level memorial exceeding 24" by 12" is 6".
- 6) All lawn level memorials shall have sawed bottoms. Pitched rock sides are permitted. Pitch lines must be true and pitched sides not to exceed overall dimensions of memorial.
- 7) The memorial shall be of uniform thickness.
- 8) Lot location must be incised in the lower right hand corner of lawn level memorial.
- 9) All lawn level memorials containing vases shall be assessed a per vase charge which will be periodically reviewed and adjusted by the cemetery administration.
- 10) Lawn level memorials containing vases are the sole responsibility of the memorial dealer. Minimum thickness for granite lawn level memorials containing a vase is 6" Exact specifications giving the location of the vase assembly must be shown on the back of the foundation order.
- 11) The location of the lot shall be inscribed on the right hand corner of all lawn level memorials except for veteran's memorials.
- 12) The lawn level type granite and bronze government memorial is permitted provided it is in compliance with cemetery specifications. No marble or slate memorials are permitted.
- 13) Only one (1) lawn level memorial is permitted per grave.
- 14) Maximum lawn level memorial size for infant sections is 18" long by 10" wide.
- 15) Standard size for lawn level memorials placed in cremated remains sections is 12" long by 12" wide. Minimum thickness is 4".

Rockborder Granite Memorials.

- 1) Maximum size of a rockborder type lawn level memorial on an individual memorial is 28" long by 18" wide.
- 2) Maximum size of a rockborder type lawn level memorial for two (2) or more graves is 48" long by 18" wide.
- 3) A rockborder type lawn level memorial will have a maximum raised surface height not to exceed 5/8" above the edge of the memorial.
- 4) A 2" border set flush with grade shall be required along the outer edge of the memorials.
- 5) There shall be a gradual 1" beveled edge from the outside edge of the raised surface area down to the inside edge of the 2" border

BRONZE MEMORIALS

Maximum size of the bronze memorial on an individual memorial is 24" long by 14" wide.

- 1) Maximum size of the bronze memorial on memorials for two (2) or more graves is 44" long by 14" wide.

- 2) *Bronze memorial shall be attached to a precast granite base. Bases will have a minimum thickness of 4" and a 2" border.*
- 3) *Memorials shall be installed so that the uppermost surface of the memorial is even with the ground's surface.*
- 4) *Casting on bronze memorials shall have a minimum thickness of 3/16".*
- 5) *Bronze memorials must be of an approved alloy in proportion generally recommended by the bronze industry.*

Statuary

- 1) *The cemetery reserves the right of final approval on any statue to be erected as part of an upright memorial.*
- 2) *The cemetery assumes no responsibility for any damage to any statue.*
- 3) *Statues must be recessed into the monument proper.*
- 4) *No statue will be permitted which extends higher than the monument proper.*
- 5) *Only statues made of high quality material will be permitted. Concrete, plaster, fiberglass and plastic are prohibited.*

Foundations Temporary Foundations -- Cathedral, All Saints, Gate of Heaven

All memorials shall be erected on a foundation in accordance with cemetery specifications.

- 1) *When the future use of a lot is foreseen to require the removal of a memorial for additional interments, the cemetery management may, at its discretion, install a temporary foundation which will be billed in addition to the regular foundation charges.*
- 2) *All foundations built by the cemetery will be calculated by the square inch of the foundation's surface area. This method will also be applied in calculating charges for private mausoleum foundations.*
- 3) *Upon receiving an application to erect a memorial or private mausoleum, the cemetery shall render its approval. If the application is rejected the monument dealer will be advised so that the appropriate corrections can be made.*
- 4) *The memorial must be set within 7 to 10 days after the foundation has been installed.*
- 5) *FOUNDATIONS WILL NOT BE CONSTRUCTED FROM MAY 15TH TO MAY 30TH OR FROM DECEMBER 15TH TO DECEMBER 31ST, AND THE TWO (2) WEEKS PRECEDING EASTER. DURING THE WINTER MONTHS, FOUNDATIONS WILL BE PLACED AT THE DISCRETION OF CEMETERY MANAGEMENT.*
- 6) *Foundations will be constructed as large as the bottom base or base course. Depth and type of foundations are determined by cemetery management.*
- 7) *All inverted vase installations will be installed by cemetery personnel. An application to install a vase must be submitted with all inverted vases.*

Setting Memorials -- Cathedral, All Saints, Gate of Heaven

- 1) *Companies engaged in placing or erecting memorials, lettering or cleaning memorials or transporting materials operate as independent contractors under the supervision of the cemetery. Each company must have appropriate worker's compensation coverage and at least one million dollars in liability insurance.*
- 2) *Prior to setting memorials, memorial company personnel are to report to the cemetery office so that the memorials to be set can be inspected. If a memorial is not in accordance with the specifications submitted on the application or does not conform to cemetery standards, it cannot be set until appropriate corrections are made.*
- 3) *The use of dowels between memorials and foundations, or the removal of any part of the foundation to accommodate irregularities or defects in the memorial will not be allowed.*
- 4) *The changing of established grades in setting memorials is expressly forbidden.*
- 5) *All personnel responsible for setting memorials shall conduct themselves in a respectful and dignified manner. They are required to wear shirts and long trousers whenever on cemetery grounds.*
- 6) *No memorials may be set nor lettering performed on Saturdays, Sundays, Holy Days or holidays.*
- 7) *All memorials placed on cemetery grounds are subject to the final approval of the cemetery. If the work performed is unsatisfactory, the memorial dealer will be notified in writing and asked to make corrections. If the dealer fails in correcting the problem, the memorial will be removed at the monument dealer's expense.*
- 8) *The location and position of a memorial shall be at the discretion of cemetery management.*
- 9) *The cemetery reserves the right to correct any error that may be made by its employees or a memorial company in the placement of any memorial.*
- 10) *Monument dealers agree to hold the cemetery free from liability for damages occurring to a memorial during the setting of a memorial on cemetery grounds.*
- 11) *Persons engaged in erecting memorials should insure that no damage is done to cemetery property or adjacent memorials.*
- 12) *If there is any damage to cemetery grounds or adjacent memorials caused by the setting of a memorial, the monument dealer will be billed the cost of repairing the damage.*

- 13) *No memorial may be removed from the cemetery without the written permission of the cemetery management and original certificate holder or qualified heirs.*
- 14) *No material, machinery, equipment or other items used in the construction of a memorial or mausoleum shall be brought into the cemetery until it is required for immediate use. No equipment may be left in the cemetery without cemetery authorization.*

Payment -- Cathedral, All Saints, Gate of Heaven

- 1) *Payment for application fee and foundation work to be performed by the cemetery is due in full upon the submission of the application.*
- 2) *No memorial may be set until the charge for foundation work performed by the cemetery is paid.*
- 3) *The cemetery reserves the right to not accept applications from dealers that are delinquent or continually ignore cemetery regulations.*

THESE "RULES AND REGULATIONS FOR MEMORIALS" ARE NOT INTENDED TO BE ALL INCLUSIVE.

CATHOLIC CEMETERIES, INC. RESERVES THE RIGHT TO REVISE THESE REGULATIONS WHENEVER IT DEEMS NECESSARY.

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