

## SAINT JOHN THE BAPTIST CATHOLIC CHURCH

CEMETERY POLICIES

8310 ST. JOHN ROAD

FLOYDS KNOBS, IN 47119

Phone: (812) 923-5785

*It is a tradition of a Catholic Church or parish to provide a place of burial for its members. The Church retains ownership of cemetery property. The Church conveys Burial Rights in the cemetery, not property ownership.*

### CEMETEY LOTS:

1. Burial lots will be reserved only in **consecutive order**. For each lot reserved a **Burial Right** document bearing the full name of the intended user will be issued. **Two** Burial Rights may be acquired for a single lot only if the second or both burials are of cremated human remains that will be buried in accord with Catholic Church guidelines.
2. An individual may reserve only three adjacent burial lots - one for a family head, one for a spouse and one for a dependent. A dependent may be a child or other member of the household.
3. A burial right **may not be acquired for resale**.
4. The transfer, assignment, or surrender of a burial right will be valid only if requested by the person named on the burial right document or his/her legal representative. Such a request must be approved by a representative of the cemetery and conform to policies existing at time of transfer.

### BURIAL CONDITIONS AND REQUIREMENTS:

1. An Indiana State Form 38220, Provisional Notification of Death – Burial Transmit Permit, must be presented prior to every burial.
2. Every burial lot must have a permanent marker - flat in ground type or upright monument. At minimum this marker must contain the individual's full name, year of birth and year of death.
3. Veteran memorial markers are acceptable as a permanent marker. A ground level marker at head of burial lot meets this permanent marker requirement. When a bronze marker is being added to an upright style monument, the preferred location is permanently affixed to back of tablet<sup>1</sup>.
4. Pursuant to Catholic Church guidelines, cremated human remains should be placed in a worthy container and buried with respect, never separated or scattered<sup>1</sup>.
5. This cemetery has a separate cemetery section for children burials. Parents or grandparents, who are registered parish members, may elect to have a child buried here. Request additional information on this policy<sup>1</sup>.

### FOUNDATIONS AND MONUMENTS:

1. It is suggested that a monument not be installed on a new burial lot for a six-month period to allow for proper ground settlement.
2. Proper foundation design, placement and size are essential for long term stability of a monument. A request for **Monument Installation Form** must be completed by monument seller and transmitted to St. John Parish Office prior to time of purchase. Local monument sellers have this form or parish office can provide<sup>2</sup>.
3. Maximum height of any monument shall not exceed 36 inches. Single burial lot monument length is not to exceed 36 inches, double burial lot monument length is not to exceed 48 inches. Foundation width should not exceed 18 inches measured from east grave lot boundary.
4. All monuments are the property of burial lot family and this cemetery assumes no responsibility for upkeep of said monument.

**FLOWERS, TREES, AND DECORATIONS:**

1. No flowers shrubs, trees or permanent objects may be planted or placed on the burial lot. Objects such as real or artificial flowers and lights are permitted only if securely attached to marker or base and as long as they do not interfere with routine maintenance of cemetery.
2. The cemetery will not be responsible for any objects placed and has the authority to remove and dispose of any such objects when they become unsightly or do not conform to maintained standards.
3. A Cemetery Clean-Up Day will be the first Saturday of April each year, prior to the mowing season. At any time prior to or on the announced date and time, all are invited and encouraged to visit the graves of relatives and friends to remove all items from around monuments and foundations to allow proper trimming of grass during mowing season. All items off of foundation will be removed.

**FEES:**

The parish pastoral council and parish finance committee have approved the following fees to be paid when burial right is acquired in this cemetery:

<u>Fees for Each Burial Lot</u>	<u>Lot Fee</u>	<u>Perpetual Care Fee</u>	<u>Total</u>
<b>Registered Member</b>	\$500.00	\$200.00	\$700.00
<b>Former Registered Member</b>	\$1200.00	\$200.00	\$1400.00
<b>Non-Member</b>	\$2800.00	\$200.00	\$3,000.00
<b>Second Burial on Lot</b>	½ price of above	\$200.00	Varies by member status

The following are definitions:

**Registered Member** – An active registered parish member including his/her immediate family living in the same household.

**Former Registered Member** – A previously registered member including children of a registered member.

**Non-Member** – A Catholic non-registered member or a non-Catholic individual.

**Burial Lot** –a burial lot in this cemetery is a space 4 ‘ wide by 10 ‘ long as shown on the cemetery master plat.

**Burial Right** – a document issued by the cemetery granting the right to bury the human remains of a named individual in a specific lot shown on the cemetery master plat.

**GENERAL:**

1. St. John Parish Pastoral Council will review the cemetery policy every three years and will approve any necessary revisions. Any approved revisions will be duly publicized.
2. Administration of Cemetery Policy will be by the Pastor of Saint John the Baptist Parish or his delegate.
3. These policies are not retroactive but are effective from the date of **August 1, 2020.**  
*[delay in effective date due to Coronavirus Pandemic in 2020]*

**APPROVED BY THE PARISH PASTORAL COUNCIL ON TUESDAY, MARCH 10, 2020**

**RATIFIED BY THE PASTOR ON TUESDAY, MARCH 10, 2020**

1. The above noted policies are also available on parish website (stjohnstarlight.org). Select Pastoral Council, then Cemetery Policies.
2. Contact Parish Business Manager (812) 923-5785