

**ROMAN CATHOLIC DIOCESE
OF
BURLINGTON**



**CATHOLIC CEMETERY
RULES AND REGULATIONS**

2021

Preamble

As long as the Catholic Church has been present in the State of Vermont, its Catholic Cemeteries have provided for the safe, efficient, and respectful interment of its deceased members through the operations and maintenance of the cemeteries. In the Mass and burial prayers, the church gives voice to her belief in the Christian doctrines of the resurrection of the body, the communion of Saints and life everlasting.

The following Rules and Regulations are established as part of the Church's commitment to respect the dignity of every human person and preserve and beautify the sacred resting places of the faithful. They are intended not as restraining, but rather as defining an orderly plan of operation, care, and maintenance, and are designed to ensure compliance with the practices of the Roman Catholic Church, the civil laws of the State of Vermont and federal government and the 1983 Code of Canon Law. If a conflict arises between the Rules and Regulations and civil or canon law, civil or canon law applies.

These Rules and Regulations and any amendments, alterations, and additions adopted by Cemetery Management, or the Bishop of Burlington shall apply to all lots, all those who hold a license with burial rights for a lot, crypt in a mausoleum, or a niche in a columbarium, and all visitors to the Roman Catholic cemeteries. These Rules and Regulations do not cover every situation that may arise. In all matters not specifically covered by these Rules and Regulations, Cemetery Management reserves the right to establish rules and procedures to address the situation by using its best judgment which will be binding upon the lot or crypt holder, visitor, and all parties concerned.

Due to ever-changing conditions, Cemetery Management and the Bishop reserve the right to change, modify, and rescind these Rules and Regulations and to change all service charges. These changes, modifications, and rescissions automatically apply to all licenses for burial, whether the licenses were issued prior or after their adoption.

These Rules and Regulations are not considered to be all inclusive and are subject to change. They cover general areas and are supplemented by other operational instructions, the Order of Christian Funerals, existing civil and canon laws, and other instruments published by the Roman Catholic Diocese of Burlington.

The cemetery through its management reserves the right, without notice, to make temporary exception, suspensions, or modifications of any of the Rules and Regulations, when in its judgment, the same appears advisable; and such temporary exceptions, suspensions, or modifications shall in no way be considered as affecting the general application of such Rules and Regulations.

In all matters not specifically covered by the Rules and Regulations, management reserves the right to do anything which in its judgment is deemed reasonable on the premises, and such determination shall be binding upon the license holder(s) and all parties' concern. These Rules and Regulations are binding regardless of all changes in the license holder(s).

The cemetery through its management reserves the right at any time 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 rules or regulation with respect to the cemetery or anything pertaining thereto. These Rules and Regulations are binding regardless of all changes in the individual license holder(s).

The statement of any cemetery employee shall not be binding upon management, except as such statement coincides with the document conveying the right of interment, entombment, or inurnment and with the Rules and Regulations.

In the event necessity requires, management may take appropriate steps to correct any obnoxious or improper condition.

Questions regarding any of the Rules and Regulations contained in this document should be directed to Cemetery Management.

*+ Christopher J. Coz
Bishop of Burlington
September 1, 2015*

Contents

Admission to Cemetery Properties	7
Arrangements for Interment/Entombment/Inurnment.....	7
Interment/Entombment/Inurnment Procedures	8
Disinterment Procedures	9
Right to Correct Errors	9
Information for License Holders of Interment Rights	9
Multiple Interments/Inurnments.....	10
Right to Replat.....	11
Service Charges and Payments	11
Use of Cemetery	11
Private Family Mausoleums	12
Conduct in the Cemetery.....	12
Grading, Landscaping and Improvements.....	12
Outside Workers.....	13
Employees.....	13
Cemetery Hours	13
Loss or Damage.....	13
Perpetual Care.....	13
Mausoleums	14
Columbaria	15
Memorial and Rules for Memorial Work	15
Receiving Vault	17
Green Burials.....	18
Definitions	19



Catholic Cemeteries are intended for the interment of Catholics who have the right to Christian burial according to the rites of the Roman Catholic Church and the regulations of the Roman Catholic Diocese of Burlington. Cemeteries are designed for the interment, entombment, and inurnment of properly prepared human remains only. Catholic Cemeteries are sacred ground; therefore scattering of human cremated remains and burial of animals is not permitted. In addition to Baptized Catholics, non-Catholic spouses and family members of Catholics may be buried in a Roman Catholic cemetery. Management shall apply the rules of the Roman Catholic Church in determining whether a non-Catholic may be buried in a Catholic Cemetery.

Admission to Cemetery Properties

Cemetery Management reserves the right to refuse admission to the cemetery of a person who is not there for the purpose of burying the dead, visiting a grave, or praying for the dead. All roads, entrances, and land within the confines of the cemetery are private property. At management's discretion, the cemetery may be closed without notice for inclement weather and/or if there are unsafe conditions.

Arrangements for Interment/Entombment/Inurnment

Persons arranging for interments, entombments, or inurnments should visit the cemetery where management will aid them in the necessary arrangements.

Planning relative to the opening of a burial space requires a signed interment, entombment, or inurnment order by the license holder or its agent and at least 48 hours advance notice (72 hours' notice in winter months if cemetery is open). Management shall have the right to request more time if needed to complete burial request. If a Funeral Director or other agent is representing the lot holder, the arrangements made with management are binding on said lot holder.

Management shall not be responsible for any order given by telephone, by anyone not following proper procedures or any mistake occurring from the lack of proper instructions as to the size of the casket or as to the grave or crypt or niche location where interment, entombment, or inurnment is to be made. Management reserves the right to charge a reasonable fee whenever additional labor costs result from such errors.

Management shall in no way be liable for any delay in the interment, entombment, or inurnment of the human remains where a protest has been made, or where the Rules and Regulations have not been followed, or where the Rules and Regulations shall forbid interment, entombment, or inurnment. Further, management reserves the right, under such circumstances, to have the human remains placed in a receiving vault (tomb) until full rights have been determined. Any protest shall be in writing and filed with the cemetery office.

Interment/Entombment/Inurnment Procedures

All funerals shall be under the direction of Cemetery Management while they take place on cemetery grounds.

A signed burial request order by the license holder or an agent must be received by the cemetery office before any burial services can be performed.

All burial services shall be scheduled Monday through Friday between the hours of 9:00am and 3pm and on Saturday from 9:00am to 2:00pm with an additional fee being charged for Saturday. The management will make every effort to accommodate all burial requests and reserves the right to charge additional fees for overtime hours. The management reserves the right to designate the hour and way interments, entombments, and inurnments will or will not be permitted. There will be no burial services on Sundays, Holy Days, New Year's Day, Memorial Day, July 4th, Thanksgiving Day, Christmas Day, or any other day determined by the Bishop of the Diocese of Burlington, or the Diocesan Director of Cemeteries.

A burial permit from the civil authority having jurisdiction or cremation certificate from a crematorium that performed the cremation must be presented to the Cemetery Management before any burial service can take place. Management is not responsible for obtaining said documentation, the accuracy of data contained on it, or for determining the identity of the person to be interred, entombed, or inurned.

Any casket or urn will not be opened in the cemetery without the expressed permission of the Cemetery Management, the consent of the legal representative of the deceased, or without a court order having jurisdiction.

For all ground burials, the remains must be placed in a concrete or other durable material container approved by Cemetery Management. For placement of cremated remains in a niche, they must be placed in a durable container (urn) approved by Cemetery Management.

All interments, entombments, and inurnments are subject to fees as set forth in the price guidelines fixed by Cemetery Management and must comply with all applicable local and state laws and regulations.

Only cemetery personnel and equipment, or those authorized by management, shall be used in performing interments, entombments, or inurnments.

Cemetery Management or personnel shall not be held responsible when performing their duties for damages or injuries resulting from defects in burial containers.

Disinterment Procedures

Unless required by law or a court order, no disinterment or removal shall be allowed except with the written permission of:

- . Cemetery Management
- . The authorization of the license holder(s) and
- . The nearest of kin and the blood heir(s) of the deceased or their agent

All disinterment's must comply with all applicable laws of the State of Vermont.

All documents shall be executed according to proper legal procedures.

Management reserves the right to designate the hour and way disinterment's will or will not be permitted.

Only cemetery personnel and equipment, or those authorized by management, shall be used in performing disinterment's and removals.

Management shall exercise due care in making a disinterment and removal but shall assume no liability for damage to any casket, urn, outer burial container, or memorial incurred in making the disinterment or removal.

Cemetery Management will provide the proper form to be used.

Right to Correct Errors

Cemetery Management and personnel always strives to be accurate in describing and transferring rights and in conducting interments, entombments, inurnments, disinterment's, removals, and the placement of memorialization.

The Cemetery Management reserves, and shall have, the right to correct all errors that may be made when performing interments, entombments, inurnments, disinterment's, removals, and the placement of memorialization.

When a mistake has been made in selling burial rights (graves), management will transfer those rights to another location within the cemetery of equal value. Management will also notify the burial rights holder of the mistake and of the corrective action immediately. If the corrective action taken is not satisfactory to the purchaser, he/she may request a total refund of monies paid and the purchase will become null and void.

Information for License Holders of Interment Rights

Persons arranging for interments should visit the cemetery office where management will assist them in making the burial arrangements.

All in-ground interments, casket, or an urn, must be placed in an outer burial container made of concrete or other durable material approved by Cemetery Management. All entombments of caskets in crypts will be wrapped in a protective outer material and sealed with a sealant approved by management. All cremated remains placed in a niche will be placed in a suitable urn approved by Cemetery Management.

In the event of a death of the license holder(s), all privileges remaining shall pass to the family legal heirs or per written instructions of the license holder(s). Cemetery Management will follow the State of Vermont laws pertaining to rights of heirs. All rights of the holder and the heirs will be authorized with the use of an Interment Authorization Form (burial request order) for each interment right granted.

The use of the lot is for the license holder(s) or their relatives for interment only, and the right of interment granted therein is not transferable, for sale, or for profit. The interment rights in an unoccupied portion of a lot may only be resold to the cemetery at the price originally paid. A service fee may be deducted. The management is under no obligation to purchase a lot offered by the license holder(s).

It shall be the duty of the license holder(s) to notify the Cemetery Management of any change in his/her mailing address. Notice sent to a license holder(s) at the last address in management's records shall be considered sufficient legal notification.

PLANTING OF FLOWERS IN FRONT OF MEMORIALS WILL HAVE TO BE APPROVED BY CEMETERY MANAGEMENT.

NO PLANTING OF TREES OR SHRUBS OF ANY KIND WILL BE PERMITTED EXCEPT BY CEMETERY MANAGEMENT AND STAFF. ANY UNAUTHORIZED PLANTING WILL BE REMOVED AT THE LICENSE HOLDERS EXPENSE.

ALL ORNAMENTS, CURBING, TRINKETS, ETC. WILL NEED TO BE APPROVED BY CEMETERY MANAGEMENT. ANY UNAUTHORIZED ITEM WILL BE REMOVED BY MANAGEMENT.

Cemetery Management, their agents, and employees shall have perpetual right of way over and through all of said cemetery premises for landscaping and for the purpose of installing, maintaining, and operating pipelines, conduits or drains for sprinklers, drainage, electric, or communication lines.

No right of interment is granted to any license holder(s) in any road, driveway, alleyway, or walkway within the cemetery. However, so long as management devotes to use a road, drive, alleyway, or walkway, license holder(s) shall have permission to use thereof for access purposes. (Note: Cemetery Management reserves the right to change and grant interments in any part of the cemetery at any time.)

Multiple Interments/Inurnments

Cemetery Management reserves the right to permit or authorize the interment of more than one human remains in one grave, crypt, or niche, provided there is enough space and cemetery guidelines for interment or inurnment are followed. A corresponding fee will be required, as determined by management as part of the stated cemetery charges. Where multiple interments or inurnments are

permitted on a burial site, when the grave is occupied, permission must also be sought from the next of kin of the deceased. Written permission from the next of kin of the deceased must be on file in the cemetery office before a multiple interment or inurnment can be made.

To ensure proper placement of the casket or urn in a situation involving multiple interments or inurnments, management must be notified of the possibility of multiple interment or inurnment before the person is buried.

Memorials for multiple interments must be made according to the cemetery guidelines.

Right to Replat

Cemetery Management has the right, subject to applicable laws, to modify grave arrangements when in its judgment modification becomes necessary. Replating includes the following activities:

- Re-survey, enlarge, diminish, replat, alter in shape or size, or otherwise change all or any portion of the cemetery.
- Lay out, establish, close, eliminate, or otherwise modify or change the location of roads, walks, or drives, so long as access to and from any lot is afforded to the license holder(s).

Service Charges and Payments

The Cemetery Management shall have the right to fix a charge and time of payment for each interment, inurnment, entombment, disinterment, removal, burial right purchase, crypt, niche, any transfers, or releases and for the performance of any other service rendered by management. All work in connection with such service shall be subject to the determination and supervision of said management.

Any indebtedness due for work performed on a lot, crypt, or niche must be paid before an interment, entombment, inurnment may be made, or before any memorial may be erected.

Use of Cemetery

Roman Catholic cemeteries are holy places. These sacred grounds are blessed by the Church and dedicated as a place of prayer and dignity for our faithful departed. Quiet reverence and respect for other people visiting the resting sites of their loved ones should be always maintained.

Visitors – Visitors within the cemetery shall use only the roads, drives, and walkways, unless it is necessary to walk on the grass to gain access to one's lot. Management expressly disclaims liability for any injuries sustained by anyone violating this rule.

Trespassers- Only the license holder(s) and his/her relatives or friends shall be permitted on a lot in any cemetery. Any other person thereon shall be considered a trespasser, and the Cemetery Management and employees shall owe no duty to said trespasser to keep the property, or the memorial thereon, in a reasonable safe condition.

Children – Children under fifteen (15) years of age are not permitted within the cemetery unless accompanied by a supervising adult.

Animals – Animals are not allowed in the cemetery or in any building in the cemetery. (Exception: Specially trained service animals used by persons with physical impairments are allowed).

Lawns – Lawns shall not be disturbed for any purpose except under the supervision of the management.

Ornaments and Flower Vases – Cemetery Management has the right to regulate the method of decorations of lots so that uniform beauty is maintained. All flower vases must be installed with the approval of the Cemetery Management. Memorial Day floral arrangements and/or decorations may be placed seven (7) days before the federal holiday and must be removed from the cemetery by June 16.

Water Usage – The use of water spigots is restricted for the watering of plants and flowers.

Motor Vehicles – Automobiles, funeral cars, and other vehicles must be always kept under control by a licensed driver, must obey the posted speed limits, and must stay on designated roads.

Commercial Vehicles – Cemetery Management shall admit commercial vehicles based upon proper authorization and approval of scheduled service activity.

Private Family Mausoleums

Private family mausoleums are permitted in designated sections of the cemetery if space is available. Management has the right to set specification, size, and style. Contact the cemetery office for more information.

Conduct in the Cemetery

Any conduct which interferes with the rights of others, or which (in management's opinion) detracts from the operation of the cemetery is prohibited. Consuming alcoholic beverages or non-prescription drugs is prohibited on cemetery grounds.

Idling, loafing, loitering, playing, or other boisterous demonstration within the cemetery is prohibited. Rubbish disposal, picnicking, flower, or shrub sales, soliciting of any kind, placement of signs (other than those placed by management), advertisement and improper assemblages are strictly prohibited.

Grading, Landscaping, and Improvements

Cemetery Management shall have exclusive right to do all landscaping, maintenance, planting, trimming and improvement work of any kind to all cemetery property, and care of lots and graves: likewise to plant, trim, cut or remove all trees, shrubs, and herbage within the cemetery; and the right to use legally approved chemical applications to beautify and protect the cemetery grounds.

All improvements or alteration in the cemetery will be under the direction of and subject to the approval of management.

Outside Workers

The Cemetery Management reserves, and shall have, the right to give authorization to any workers, other than employees of the cemetery, before they may do work in any Catholic Cemetery of the Diocese of Burlington.

License holder(s) may have certain work performed by cemetery employees in accordance to the Rules and Regulations, at their expense and upon application to the management: prices to be agreed upon and paid before said work is started.

Employees

Cemetery employees are required to be civil, respectful, and courteous to all visitors at all times. Cemetery employees are not permitted to do any work for a license holder(s) or heirs, except upon the order of the management.

Cemetery Hours

Cemetery Management shall determine the opening and closing hours of its cemetery, office, and grounds. The grounds may be opened for visitation from dawn to dusk all year long, except when management closes the cemetery during winter months.

Loss or Damage

The Cemetery Management disclaims all responsibility for loss or damage beyond its reasonable control, and especially from damage by an act of God, the elements, insurrections, riots, order of any military or civil authority, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, or any cause similar or dissimilar beyond managements' control, whether the damage be direct or collateral. In the event it becomes necessary to reconstruct or repair any section of the cemetery, including graves, niches, or crypts or any portion thereof, management shall give written notice of repairs to its license holder(s) or heirs of record of necessity of repairs. All costs of repairs is solely the responsibility of the license holder(s) or their heirs.

Management disclaims all responsibility for damage of any kind that may occur to memorials in the normal course of cemetery operations, performed with reasonable care and caution.

Perpetual Care

The cemeteries operated in the Roman Catholic Diocese of Burlington are "Perpetual Care" cemeteries. All perpetual care monies are used for cemetery purposes; a portion is set aside for investment, and the proceeds thereof are used to provide general care. "Perpetual Care" is to be understood as that care and maintenance necessitated by natural growth and ordinary wear, and it includes cutting of lawns, and the cleaning and maintenance of roadways, walks, and buildings, provided there are sufficient funds for these purposes.

The term "Perpetual Care" shall in no case mean the maintenance, repair, or replacement of any memorial placed or erected upon any lot; nor the planting of flowers or ornamental plants; nor the doing of any special or unusual work in the cemetery; nor does it mean the reconstruction of any granite, bronze, or concrete work on any lot, crypt, or niche; nor the repair of items damaged by any cause beyond management's reasonable control.

Mausoleums

Mausoleums or tombs, either wholly or partially above ground, shall be constructed only in lots designated for them. Plans, specifications, material, and location in the lot of such mausoleum or tomb shall be subject to the approval of management. Management reserves the right to require an endowment for future maintenance of mausoleums or tombs, said endowment to be of a size specified by management.

When entombment is made in a private mausoleum, the casket shall be wrapped in a sealable material approved by management; the crypt shall be properly sealed and must follow all laws and regulations of the VT Health Department, if any.

No walkways, patios, or other appurtenant structure shall be permitted on the grounds surrounding a mausoleum. No additions or changes shall be allowed after the specifications and foundation plans for a mausoleum have been submitted and approved.

Private mausoleums should only be allowed in designated areas. Lots should be large enough to allow an area one-half the width of the mausoleum on each side of the lot. The recommended minimum private mausoleum lot size is 20' x 20'

Private mausoleum lots are to be priced by the square foot based on the total revenue normally accrued on a single Lot. The revenues are derived from the single Lot purchase + price of single full body Interment.

Price per square foot is calculated as total revenue / square feet of a single lot x total square feet required for mausoleum.

Example:

Lot purchase price \$900. Single full body interment fee \$850. Total income for a single lot equals \$1750.00

Single lot is 28sf

\$1750. / 28 = \$62.50 per sq foot.

\$62.50 x total SF used for Mausoleum = Mausoleum lot purchase price

A drawing of the proposed mausoleum must be submitted to the cemetery for approval.

Recommended Specification:

Granite construction manufactured by a reputable vendor.

No portraits or any other materials may be attached to the mausoleum.

Lithochromatic or paints are prohibited.

Provisions for vases or urns are prohibited.

Any artwork (designs, flowers, endearments, etc.) must be shown on the drawings at time of approval. The office of Director of Cemeteries must review the construction drawings with cemetery staff and grant approval before any work begins.

The parish and the cemetery should be included as an additional warrantee by the mausoleum vendor. A Special Care Agreement must be completed and paid before construction. These funds should be placed in a separate account.

A foundation plan for the mausoleum must be submitted and approved by the Director of Cemeteries and the cemetery.

Ground burials will not be permitted on mausoleum lots.

Columbaria

A columbarium provides a permanent structure containing niches or other suitable spaces for the memorialization of cremated remains.

All cremated remains must be encased in an urn or other appropriate container approved by management to be inurned in a columbarium space. Said durable container must be sealed and leak-proof. Management shall not be responsible or liable for any manufacturing defects in an urn or container.

The capacity of each niche or columbarium space shall be designed on the plans in the cemetery office. All urns must be sized accordingly to the stated dimensions and space capacity.

If the columbarium is destroyed or damaged for any reason, management shall have the right to place any cremations inurned therein either (1) temporarily in a receiving vault pending restoration of the niche and upon restoration re-inurned therein; or (2) permanently in a like space elsewhere in the cemetery. In the event first above mentioned, all prior rights and obligations existing at the time of damaged shall continue in full force and effect; in the second event above mentioned, appropriate inurnment rights shall be provided in the new space in lieu of inurnment rights in the destroyed or damaged columbarium. License holder(s) or their heirs or agent will be notified of the damage prior to the second example corrective action is taken.

Niche front panels may not be removed or disturbed in any manner except by approval and by management.

No ornamentation, structural change, or addition shall be made on or above any individual niche or the columbarium structure in whole. Management reserves the right to remove any such ornamentation or correct any such alteration at the license holder's expense without being deemed guilty of any manner of trespass.

Memorial and Rules for Memorial Work

The license holder(s), heir(s), authorized agent(s) and memorial dealers shall abide by all the Rules and Regulations of the Catholic Cemeteries in the Diocese of Burlington. The management always reserves the right to approve and prescribe the kind, size, design, and symbolism, quality of the memorials,

inscriptions, monuments, and markers placed in the cemeteries. All memorials and inscriptions are subject to the approval of the management prior to their placement. Memorials must be in conformity to the teachings and spirit of the Roman Catholic Church. Management reserves the right to fix the days and hours when memorial work may be completed in its cemeteries. All memorial work or placement of a memorial shall be with the approval of the license holder(s) or designate of said lot or grave. Memorial dealers shall submit a detailed drawing and design of the memorial as well as a certificate of insurance to management with the request for a foundation placement. The location and position in which the memorial is to be placed or erected and type, upright monument, or flat marker, shall be entirely subject to approval and under the supervision of cemetery management.

No memorial shall be placed in a Catholic Cemetery until all balances have been paid in full.

The base of any monument may not exceed the following dimensions:

- 2 grave lot: 2 feet, 6 inches
- 3 grave lot: 5 feet
- 4 grave lot: 6 feet
- 5 grave lot: 6 feet
- 6 grave lot: 7 feet
- 8 grave lot: 10 feet maximum
- 10 grave lot: 10 feet maximum
- 12 grave lot: 10 feet maximum
- 14 grave lot: 10 feet maximum

All upright memorials must have a foundation with a minimum depth of 48 inches and as wide and long as the base of the monument. Concrete is the only product that will be allowed to fill the foundation hole.

One marker may be erected at any grave in both monument and no-monument lots; but more than one marker at a grave is prohibited.

All markers must be set level with the surface of the turf, neither extending above nor set below such turf, and at the end of the grave designated for it on the master plan of the lot on which it is to be placed. No edging, stones, concrete, gravel, or other material shall be permitted on any cemetery lot. Grave markers shall not exceed 15 x 30 inches, nor be less than 10 x 20 inches, in the size of their upper surfaces, nor be less than four inches in thickness; except that when a single stone is used to mark two contiguous graves its upper surface shall not exceed 15 x 50 inches, nor its thickness be less than six inches.

The upper surface of grave markers in the Innocents section shall be 10 x 20 inches.

The upper surface of grave-markers in the Cremation Section shall not exceed 12 x 24 inches.

No lettering or figure or symbol may be raised above the outer perimeter of grass-monuments; they may, however, be v-grooved or sand blasted to suit the tastes of the purchaser.

The monument contractor must perform his work under the supervision of the caretaker.

The right is reserved to refuse to permit stonework to be done when, in the judgment of the caretaker, injury to the turf might result from dampness of soil, temperature, frost in the ground, or any other reason; and in all cases the turf must be thoroughly protected by the proper use of planks.

No stonework shall be brought into the park on Saturday, nor shall any work be started on any other day that cannot be completed before Saturday noon, without special permission from the caretaker.

All lot markers are furnished and placed by the cemetery.

All foundations for monuments and markers are to be built by or supervised by the caretaker of the cemetery. Orders for monument foundations to be installed by the cemetery will be done when convenient.

All foundations must be built to the depth of 4 feet, or as directed by the Superintendent.

A foundation must be as long and as wide as the stone to rest on it and it may not extend above the turf.

Foundations must be paid for when entered.

Memorial employees, in placing or erecting memorials or bringing materials regarding such work, shall always operate in a safe and efficient manner. As independent contractors, they shall be always responsible for their work as well as any damage to other memorials and/or cemetery grounds. All work must conform to the Cemetery Rules and Regulations. Memorializing the name of a person that is not or will not be interred, entombed, or inurned in a Catholic Cemetery where a memorial will be placed is not permitted unless the memorialization states "In Memory of" or "In Memoriam" before the name. Scattering of cremated remains in a Catholic Cemetery is strictly prohibited. Should any memorial, monument, or tomb, become unsightly, dilapidated or a menace to safety of persons within the cemetery, the management shall have the right to give written notice to the license holder(s) or their heir(s) to correct the condition or remove the same, in either case the expense is to the holder.

Cemetery Management shall not be held responsible for any errors of workmanship and quality of any memorial purchased by the license holder(s), heir(s) or their agents from a monument dealer.

Soliciting memorial sales or service work within the Catholic Cemetery is not permitted.

Receiving Vault

Receiving vaults in the cemetery shall be for temporary entombment storage during the winter months when the cemetery is closed and are subject to certain rules and regulations. Cemetery Management shall reserve the right to determine when the receiving vault will or will not be used and will determine when all remains are to be removed for interment. Any request for extension of time will need the approval of the management.

Cemetery Management shall have the right to refuse human remains for temporary storage which presents a health or safety risk or if contradictory to the local Board of Health Rules and Regulations.

Cemetery Management shall have the right to order the removal from the receiving vault at once and inter any remains when the same are not in a state of good preservation, or when the condition of the body renders its interment necessary.

Under no circumstances shall a body be considered as interred or entombed when placed in a receiving vault. The management shall have the right to determine the schedule of fees for the use of the receiving vault.

Green Burials

Green Burials are an evolving concept and a way of caring for the dead with minimal environmental impact without compromising the rites and practices of the Catholic Church. The practice of Green Burials has many interpretations and many definitions. Management reserves the right to incorporate Green Burial space into their cemetery. Consultation with Cemetery Management will determine if and how Green Burials can be accommodated.

May we always continue to pray for our faithfully departed and that their souls may rest in the peace and the love of Christ Our Savior.

Definitions

Burial Permit – A form issued by a local municipal or state authorized official verifying that a death certificate has been filed and giving permission to transport and make final disposition of the remains of a dead human body. A permit is also required for a disinterment.

Burial Rights – (See interment rights)

Cemetery – All property within the Catholic Cemetery dedicated for the burial of human remains.

Columbarium – A permanent building structure containing niches for entombment of cremated remains.

Community Mausoleum – A permanent building structure containing crypts for entombment of casketed human remains.

Cremation Certificate – A certificate produced by the crematorium where the cremation of human remains took place stating that all legal permissions were received prior to the cremation. In the State of Vermont, this certificate takes the place of a burial transit permit and must be received when an inurnment or interment of cremated remains occurs in the cemetery.

Cremation Niche – A discrete chamber designed, constructed, and intended for use as a permanent inurnment of cremated human remains encased in an urn.

Entombment – The act of permanent placement of human remains in a crypt in a mausoleum.

******Governing Body of Cemetery Management**– The Bishop of the Diocese of Burlington. ****

Grave – A space of ground in a cemetery used, or intended for use, for the burial of deceased human remains.

Interment – The act of permanent placement of a dead human body placed in a casket, in a vault, and buried in the ground.

Interment Rights – A license sold by the cemetery authorizing the use of a specific graves(s), crypt(s) or niche(s) for the interment of human remains. The cemetery sells only the right to use the designated space for interment purposes. Ownership of the physical grave, crypt, or niche remains with the cemetery. Also referred to as “Burial Rights”; Entombment Rights; or Inurnment Rights.

Inurnment – The interment of the container holding the cremated remains of a deceased human being in a grave, crypt, or niche.

License Holder – The original purchaser of the rights of interment in a defined lot, mausoleum crypt or cremation niche in a columbarium.

Lot – A place designed in a cemetery comprised of one or more grave spaces.

Management – The person or persons duly appointed by the Bishop of Burlington or the Pastor or Administrator of the Parish for the purpose of conducting and administrating Catholic cemeteries within the Diocese of Burlington.

Marker – A stone or bronze memorial flush with the ground indicating the name of the deceased and the date of birth and death.

Memorial – A general term which includes such items commonly known as monuments, markers, tombstones, tablets, headstones, footstones, or niche plates.

Monuments – A memorial constructed to sit on a concrete foundation in an upright position.

Perpetual Care – The term generally refers to the continued maintenance and care of lots, roads, buildings, features in the cemetery, machinery, tools, equipment, compensation for employees, and the necessary keeping of records. Not included in perpetual care is the upkeep of a memorial or marker owned by the license holder(s).

Pre-need – The advanced planning and purchasing of a grave, lot, crypt, niche, and other items before such services are needed.

Private Mausoleum – A structure where the deceased are entombed and sold for the use of a single family.

Outer Burial Container – (See Vault)

Receiving Vault – A building where the remains of a deceased are placed until the time of actual interment takes place; usually during the winter months when most cemeteries are close.

Rules and Regulations – Rules adopted by the management of the cemetery to govern the use, care, control, rights of management and license holders, by the Diocese of Burlington, for the protection and safety of the cemetery, its employees, and its visitors.

Urn – A vessel made of wood, metal, stone, or other manmade material designed to hold cremated human remains.

Vault – A two-piece container usually made of concrete, steel, or other material approved by management to be placed in the ground for interment of a casket or an urn to prevent the collapse of the grave. A “Vault” may be also referred to as an “Outer Burial Container” or “Grave Liner”.