



st. john's lutheran church of sweet air

REGULATIONS FOR THE USE AND OPERATION OF THE CEMETERY

A. GENERAL

1. These regulations are prepared to protect the Owners of interment rights in the cemetery. All owners of interment rights, visitors, and contractors performing work within the cemetery shall be subject to said rules and regulations and amendments or alterations as shall be adopted by St. John's Evangelical Lutheran Church.
2. A grave site in the:
 - Original Section (ORG) measures 3 feet 6 inches wide by 10 feet long.
 - Cremation Section (CRE) a grave site measures 30 inches by 30 inches.
 - Memorial Section (MEM) a grave site measures 4 feet wide by 10 feet long.These grave sites may only be used for the interment of human remains. In the Original and Memorial Sections three cremation urns will be permitted. A request needs to be made to the Cemetery Committee to allow fourth urn. In the Cremation Section the burial of two cremation urns will be permitted.
3. Burials must be in compliance with all Baltimore County and State of Maryland rules and regulations.
4. Those who purchase "grave sites" shall have space secured to them and to immediate heirs for the purpose of sepulcher alone, and for the burial of such persons.

B. OWNERSHIP

1. Unless expressly waived by the Cemetery Committee, grave sites may be purchased only by members of St. John's Evangelical Lutheran Church. Interment rights shall be restricted to Owners and minor family members.
2. A Burial Rights Certificate and a copy of Cemetery Regulations shall be issued upon payment of the purchase price for the grave site.
3. The holder of a Burial Rights Certificate must notify a member of the Cemetery Committee or the Church Secretary of any change of address. Notice sent to a document holder at the last address on file shall be considered sufficient legal notice.

C. INTERMENT

1. When instructions from a Burial Rights Certificate holder regarding the location of an interment

cannot be obtained, or is indefinite, a grave shall be opened in order that the funeral not be delayed. However, it should be noted that this action does not relieve the document holder of his/her responsibility in connection with any problems and the cost of any solutions that may have to be undertaken.

2. St. John's Evangelical Lutheran Church, Sweet Air, shall not be responsible for the Interment Permit.
3. In every interment the casket shall be enclosed in a concrete box/vault (brick and slab not permitted). In the cremation interment the ashes shall be in an urn of hard durable plastic or other accepted material. Your undertaker can recommend the type of urn that you wish to use. You may use a concrete vault or not -- whichever you choose.
4. An administrative fee of \$200 for members or \$300 for non-members to be collected at the time of grave opening made payable to St. John's Lutheran Church Cemetery Committee and will be collected by the grave excavator for perpetual care. There will also be a fee charged by the excavation company for opening and closing the grave to be collected at the time of the burial.

D. THE CEMETERY REGULATIONS

Cemetery hours are from dawn until dusk.

Owners are required to place flowers in an area off the ground during the mowing season. Items left on the ground will be removed prior to mowing of the cemetery. You may use a bracket placed on the monument in the Original section. In the Cremation and Memorial sections Bronze Markers are available with a vase insert. Above ground vases containing fresh or artificial flowers may be used at any time.

No flowers, shrubs or trees shall be planted on any lot or grave.

Placing potted flowers or plants, or summer wreaths or baskets on graves is not permitted except on Easter, Mother's Day, Father's Day and Veteran's Day and must be removed within 15 days from the placing on graves on all of these days. However, at Christmas items may be placed on graves from December 1st and removed by February 1st.

Digging of holes, or erection of barriers, for any purpose is strictly prohibited. No grave lot shall be raised above established grade.

No paraphernalia such as lights, wires, strings, or ornaments of plastic, Styrofoam, or similar materials are permitted in the cemetery. Additionally, glass, pottery or similar material is not allowed in the cemetery.

The Trustees and/or cemetery representatives of St. John's Lutheran Church Sweet Air Cemetery reserve the right to remove from the cemetery all flowers, potted plants, wreaths, baskets of flowers, or anything objectionable, for any reason, when in their judgment it is in the best interest of the cemetery.

The Trustees and/or cemetery representatives of St. John's Lutheran Church Sweet Air Cemetery are not responsible for theft or damage to anything placed on graves or lots as well as any and all vandalism related to monuments, markers, foot stones or any such memorials placed on the grave spaces.

The Trustees and/or cemetery representatives of St. John's Lutheran Church Sweet Air Cemetery reserve the right to change or amend these regulations at any time.

All children must be accompanied by an adult.

Sitting or leaning on gravestones is not permitted.

Please do not walk your dog in the cemetery.

Absolutely no bicycles, tricycles, skateboards, or any type of recreational vehicle to include dirt bikes and all-terrain vehicles will be allowed within the cemetery premises.

Please help keep our cemetery SAFE and CLEAN.

All monument/marker design, inscriptions, and/or dimensions MUST BE APPROVED prior to installation.

ALL CEMETERY VISITORS WALK IN THE CEMETERY AT THEIR OWN RISK

E. GRAVES

1. All graves must be excavated within the allotted lot parameters (lines).
2. Surplus dirt following grave excavation(s) must be removed by grave excavator. The time allotted for removal or not of excess dirt must be based upon weather conditions i.e. snow, ice, or excess precipitation versus availability or access, safety (personal and /or equipment), and actual or potential hindrance to cemetery grounds.
3. Grave excavation(s) must be performed by such person(s) as are approved by the Cemetery Committee.
4. The Cemetery Committee takes full responsibility to notify and direct the grave excavator(s) to appropriate site of grave excavations.
5. The depth of grave(s) shall be the sole discretion and responsibility of the grave excavator(s).
6. Backfill shall be the responsibility of the grave excavator(s). Determining how much and when to add dirt to a recently excavated grave(s) will be the sole responsibility of the grave excavator(s) and shall occur for a period of no more than two (2) years following said excavation(s).
7. Upon opening grave(s), the ground dirt for closing of same will be placed adjacent to the opened area. The grave excavator(s) shall determine position/location, etc. for immediate backfill (i.e. after funeral party has been dismissed).
8. The grave excavator(s) shall use (if possible) tarpaulin or similar ground cover to hold immediate backfill dirt for the purpose of protection of non-excavated land areas in close proximity.
9. All freshly excavated grave(s) must be seeded where no sod is placed. The seeding will be performed by grave excavator(s), and the responsibility of the cost for the same will be the grave excavator(s) and will not occur more than one (1) time. Original sod shall be removed and replaced at the time of burial.

10. All permits shall be obtained by the grave excavator.
11. Cremation: The Cemetery shall be subdivided to provide an area for the interment of cremation ashes. Each cremation grave site will measure 30 inches by 30 inches. A double cremation grave site will be sold side by side. All markers in the cremation section of the Cemetery must be level with the ground.
12. Christmas wreaths and flowers to be removed by February 1st.
13. VO lights permitted on graves only from December 1st to February 1st.

F. PROCEDURE FOR BURIAL RIGHTS CERTIFICATE HOLDERS SELL-BACK OF CEMETERY GRAVE SITES

1. Burial Rights Certificate Holders in the St. John's Evangelical Lutheran Church Cemetery, Sweet Air Road, must notify the Cemetery Committee, in writing, of their wish to sell back to the Church all or any portion of the grave sites originally issued to them. Grave sites **may not** be sold to the general public, they must be sold back to the Church Cemetery Committee.
2. A Transfer of Ownership Form will be given to them to be completed. This form must stipulate the Lot # and Grave Site(s) # and be signed by all heirs.
3. Upon receipt of the Transfer of Ownership Form accompanied by the Burial Rights Certificate from the seller, properly signed by all heirs, the Cemetery Committee will issue a check for the amount due in the sell-back of the grave sites.
4. The purchase price of each grave site involved in the sell-back will be the original price paid by the certified holder of the grave site.
5. All transactions involving the sell-back of grave sites will be done in writing. No transactions will be completed by telephone or by word of mouth.

G. MONUMENTS/FLAT BRONZE TABLETS

1. Monuments must have a poured concrete foundation with a depth of 24 inches to 30 inches. Monuments/markers cannot be installed without notifying the Cemetery Committee.
2. All monuments/headstones must be upright or a slanted stone.
3. **Following are the maximum dimensions for monuments for the Original (ORG) Cemetery:**
One Grave Lot: The monument base not to exceed 30 inches by 14 inches and the height of the monument not to exceed 36 inches which includes the base.
Two Grave Lot: The monument base is not to exceed 48 inches by 14 inches and the height of the monument not to exceed 36 inches which includes the base.
Four Grave Lot: The monument base not to exceed 60 inches by 14 inches and the height of the monument not to exceed 36 inches which includes the base.
4. Monuments may not exceed 36 inches high including the base.

5. Bronze Markers for the Cremation (CRE) Section of the Cemetery must have a poured concrete foundation of one foot in depth. Bronze Markers may not be installed without notifying the Cemetery Committee.

Following are the dimensions for markers and base foundations for the Cremation Section:

Single Grave Site: Base - 28 inches by 18 inches, Marker - 24 inches by 14 inches

Double Grave Site: Base - 48 inches by 18 inches, Marker - 44 inches by 14 inches.

6. Bronze Markers for the Memorial (MEM) Section must have a poured concrete foundation of one foot in depth. Bronze Markers may not be installed without notifying the Cemetery Committee.

Following are the dimensions for markers and base foundations for the Memorial Section:

Single Grave Site: Base - 28 inches by 16 inches, Marker - 24 inches by 14 inches

Double Grave Site: Base - 48 inches by 16 inches, Marker - 44 inches by 14 inches

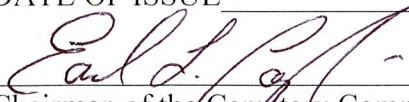
All bronze markers in the Memorial (MEM) Section will be placed at the head of the grave site.

7. Maintenance of monuments and markers is the responsibility of the Burial Rights Holder and is not included in perpetual care.
8. Flat bronze tablets (with or without vases) set flush with the turf may be used if they are of such dimensions, materials, finish, and construction as approved by the Cemetery Committee. See the dimensions for base and bronze markers for the Cremation (CRE) and Memorial (MEM) Sections.
9. Foot markers are not permitted except where there are existing ones in the Original Cemetery, in which case they may be placed, duplicating the size and shape of the existing foot markers
10. Markers no taller than 36 inches including the base.
11. Slant stones can be used in the Memorial Section on the approval of the Cemetery Committee.

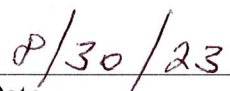
H. ADDING TO OR CHANGING THE REGULATIONS

The Cemetery Committee shall reserve the right to add to or change the foregoing regulations at any time.

DATE OF ISSUE _____



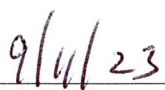
 Chairman of the Cemetery Committee



 Date



 President of Church Council



 Date

