

RULES GOVERNING THE USE OF THE CEMETERY OF
ST. PAUL EVANGELICAL LUTHERAN CHURCH
Milan Township – Allen County – Indiana, Inc.

1.0 BURIAL PRIVILEGES

- 1.1 This cemetery is only for the burial of members and former members of St. Paul Lutheran Church (Milan Township).
- 1.2 Members of St. Paul Evangelical Lutheran Church (Milan Township) who currently have reserved plots in the old cemetery that have no continuous monument foundation have the privilege of being buried in this cemetery at no cost.
- 1.3 All members of St. Paul Evangelical Lutheran Church (Milan Township) have the privilege of being buried in this cemetery at a cost to be determined by the Cemetery Committee. (See Section 2.2)
- 1.4 Former members of St. Paul Lutheran Church (Milan Township) and their spouses who have moved away; who are members in good standing in a sister congregation, and who are not excommunicated or a member of a lodge; may upon their request be buried in this cemetery at a cost determined by the Cemetery Committee. (See Section 2.3)
- 1.5 Former members who have a spouse buried in this cemetery are exempted from Section 1.3 provided that there is a monument in place.
- 1.6 No person who has been excommunicated by St. Paul Lutheran Church (Milan Township), who has been dropped from the rolls, who has joined another denomination, or who is a member of a lodge can be buried in this cemetery.

2.0 THE RESERVATION OF GRAVE SITES

- 2.1 The reservation of one to three grave sites can be made, subject to the approval of the Cemetery Committee.
- 2.2 The cost, to members, per grave site located on continuous monument foundations will be the retail price of one (1) yard of ready mix concrete at the time the grave site is reserved. [See Section 1.3]
- 2.3 The cost of grave sites for eligible non-members is 90% of the average of the cost of grave sites at Concordia Cemetery Gardens (Lake Ave., Ft. Wayne) and Odd Fellow Cemetery (Hartzell Rd., New Haven). [See Section 1.4]
- 2.4 Requests for family plots will not be granted. This is to reduce the possibility of grave sites setting vacant, out of sequence, for an unknown period of time.
- 2.5 Those reserving grave sites prior to the time of their death must erect a monument within six months after the reservation has been approved.
- 2.6 Payment for the right of burial is to be made at the time of approval.

3.0 INTERMENT

- 3.1 A permanent concrete container (vault) will be used for all burials.
- 3.2 A permanent container will be used to enclose all cremated remains.

4.0 LANDSCAPE AND MONUMENT RULES

- 4.1 The opening and closing of graves is the responsibility of the family of the deceased, and is usually taken care of in the funeral arrangements by the funeral director.
- 4.2 Planting of trees and shrubbery is not allowed in the grave site areas. Trees and shrubbery may be planted around the perimeter of the cemetery for landscaping. Shepherd hooks are not allowed.

- 4.3 Flowers, wreaths, and funeral designs shall be removed from the graves by the family of the deceased, or when they become unsightly, by the Cemetery Committee.
- 4.4 All summer decorations will be removed by November 1, and all Christmas or winter decorations will be removed by March 1.
- 4.4 Monuments should be erected within one (1) year after burial.
- 4.5 No curbing of any kind is permitted around the graves. All graves must be level.
- 4.6 Monuments and markers are to be of granite or bronze. All monuments are not to exceed 40 inches in overall height. The base of all monuments are not to be less than 12 inches and no more than 16 inches in width. The length of a single grave monument base is not to exceed 40 inches; a double grave monument base is not to exceed 60 inches; and a triple grave monument base is not to exceed 72 inches.
- 4.7 Engraving of the names of the deceased will face the grave.
- 4.8 All text and special designs on monuments need to be submitted to the Cemetery Committee for approval.
- 4.9 Military markers are to be attached to the back of monuments. These markers will bronze. Granite military markers are not accepted.
- 4.10 Urns or vases are to be placed on the footer or base of the monument.

6.0 THE CEMETERY COMMITTEE

The Cemetery Committee shall consist of two (2) appointed members of the congregation and one (1) of the trustees of the congregation. The term of the appointed members shall be two (2) years each on a rotating basis. The appointed committee members may be reappointed for consecutive terms. The trustee serving on this committee will be selected by the board of trustees of this congregation.

7.0 DUTIES OF THE CEMETERY COMMITTEE

- 7.1 Supervise the total administration and operation of the cemetery.
- 7.2 Keep a current plot-plan of the cemetery, showing all occupied and reserved graves.
- 7.3 See that all graves located by continuous monument foundations are assigned in sequence.
- 7.4 Arrange with the families of the deceased for the placement of the graves.
- 7.5 Inform all those eligible who are reserving grave sites the location of their grave site.
- 7.6 Receive all payments for graves. This money is to be turned over to the congregational financial secretary to be deposited in the general fund of St. Paul Lutheran Church.
- 7.7 Stake the outline of the grave before the funeral, to show exactly where grave is to be dug.
- 7.8 After a reasonable time, level dirt on grave and seed; if it has not been done by the family.
- 7.9 Observe that all monuments are placed in a straight line.
- 7.10 Straighten and repair old monuments. Fill in sunken graves; especially in the old section of the cemetery.
- 7.11 All excess dirt removed from the grave, after closing, shall be taken to a place on the cemetery property designated by the Cemetery Committee.

8.0 SPECIAL SITUATIONS

Special situation requests will be decided by the Church Council after recommendation by the Cemetery Committee.