

SACRED HEART CEMETERY ASSOCIATION  
SACRED HEART CHURCH  
243 Lafayette Avenue  
Palmerton, Pennsylvania 18071-1511  
610-826-2335 fax 610-826-5360

**EFFECTIVE AUGUST 1, 2016**

Since January 1, 2008, the Sacred Heart Cemetery Association has offered complete services. To schedule a funeral service and/or a burial with the Church Office, the Funeral Director will inform us of the location (Old or New Cemetery), type of funeral (traditional or cremation), type of vault (see fee schedule) and provide all other pertinent information.

**The Rules and Regulations are to be distributed by the Funeral Director at time of initial arrangement.** If additional copies are needed, contact the Rectory Office.

<b><u>CEMETERY LOTS:*</u></b>	<b>Cost Per Lot*</b>	
	<b>Registered Active Parishioner:</b>	<b>Non-Parishioner:</b>
1 Lot:		
2 cremations or 1 cremation and 1 traditional burial	\$1,200.00	\$1,400.00
2 Lots:		
2 traditional burials	\$1,600.00	\$2,500.00

**\*Lots are non-refundable. Any transfer of lot(s) from initial purchaser, must be documented by either an Attorney or a Notary and submitted to Sacred Heart Church.**

**UNPAINTED VAULTS:**

A-28 28 x 86 Inverted Air Seal      or      T-30 30 x 86 Top Seal:      \$2,100.00

**PAINTED VAULTS – COPPERTONE:**

A-30 30 x 86 Inverted Air Seal      or      T-30 30 x 86 Top Seal:      \$2,200.00

**TRADITIONAL — Opening and Closing only:**

Funeral Director **must** order vault/equipment from Esterly Burial Vault Co.:      \$1,800.00

Funeral Director purchases vault/equipment from vendor other than Esterly:      \$2,000.00

**CREMATION — Opening and Closing:**

Grass and chairs. Funeral Director must supply vault      \$ 725.00

**ADDITIONAL CHARGES**

Weekday — Arrive at cemetery after 3:15 PM:      \$ 75.00

Saturday — Arrive at cemetery after 12:00 PM:      \$ 85.00

Arrive at cemetery after 2:00 PM:      \$ 100.00

Arrive at cemetery after 3:00 PM:      \$ 115.00

Less than two (2) full days notice:      \$ 80.00

***(Monday burial must be scheduled by noon Friday)***

Application To Erect / Install Memorial:      \$ 150.00

Application To Do Work On Existing Memorial:      \$ 100.00

Additional fees may be incurred during winter (i.e. ground is frozen, removal of snow by the Digger):      \$ 100.00

**An additional fee will be imposed for any additional services that are not listed above.**

**All fees are due the day of interment and must be accompanied by a burial permit.**

**All checks payable to: Sacred Heart Cemetery Association**

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610-826-2335  
Fax 610-826-5360 [shpmtn@ptd.net](mailto:shpmtn@ptd.net)

**SACRED HEART CEMETERY ASSOCIATION  
RULES AND REGULATIONS**

*Amended as of August 1, 2016*

**THE SACRED HEART CEMETERY ASSOCIATION'S RULES AND REGULATIONS  
ARE CONSISTENT WITH THE GUIDELINES THAT APPEAR IN THE ALLENTOWN  
DIOCESE CEMETERY ADMINISTRATION MANUAL.**

These Rules and Regulations are designed to assist us in building and maintaining a cemetery of surpassing beauty as a memorial to those loved ones that you have entrusted to our care. Hours of visitation are dawn to dusk, seven days per week unless the Cemetery staff identifies a safety concern related to an emergency or natural act of God. Any person found in the cemetery after hours will be considered a trespasser. Automobiles shall not be driven through the cemetery at a greater speed than ten miles per hour and **must never be parked or driven on the grass.**

**All who have purchased the Right to Burial at Sacred Heart Cemeteries are subject to the following Rules and Regulations:**

1. **No** wires, stakes or anchors of any kind are to be used to secure decorations in place. They will be removed.
2. Cemeteries will be cleaned and prepared for spring and winter each year. Any flowers or decorations you wish to keep must be removed:

**before March 15 and again before November 15.**

3. Cemetery authorities will discard all decorations not removed by these dates. New flowers may be placed beginning Palm Sunday and Thanksgiving. Weathered unsightly decorations will be removed whenever deemed necessary.
4. The right is reserved to regulate the method of decorating lots so that uniform beauty may be maintained. The use of shells, toys, metal designs, hooks, ornamental flags, hanging pots, urns, glass containers, statues, wind chimes, balloons, lawn decorations etc. are not permitted and such articles shall be removed by the Cemetery authorities.
5. **BLANKET SPRAYS AND WREATHS MUST BE ELEVATED. IE: SPRAYS 6" OFF THE GROUND AND WREATHS SHOULD BE ON EASELS. Arrangements will be removed if they are lying directly on the ground.**
6. Sacred Heart Cemetery Association reserves the right at its discretion and for any reason and at any time to remove any decorations it feels are inappropriate, dangerous, or that do not conform to its Rules and Regulations. Sacred Heart cannot be liable for the safety or return of expensive or sentimental items left on graves. Therefore, please refrain from leaving such items at the gravesite.
7. Only the cemetery staff is permitted to do reseeded, cutting, fertilizing.

## **OLD CEMETERY**

1. Decorations in front of the upright markers should be confined to the width of the marker and extend in front of the marker no further than eight to ten inches. **The use of river stone and other decorative stone is prohibited and will be removed. No edging is permitted. (pre-cast border, plastic fence, etc.)**
2. During the winter months, burials will not be allowed if ground is frozen and/or snow is on the ground.

## **NEW CEMETERY.**

1. Flowers or Decorations may be placed in the vase or affixed to the vase assembly. Other decorations must be placed **on** the permanent memorial only. This can be done with twine.
2. **The Cemetery Authorities will remove flowers or decorations not placed on the memorial as well as permanent plantings of flowers or shrubs.**
3. **Digging holes and planting flowers or placing potted plants in the hole is strictly prohibited. They will be removed.**

## **MARKERS:**

**PLEASE NOTE: A SECOND MARKER / MEMORIAL MAY NOT BE INSTALLED ON A PLOT WHERE A MARKER / MEMORIAL IS ALREADY IN PLACE.**

1. Temporary (metal) grave marker must be replaced with permanent marker within **one year** of burial. After that time the temporary marker may be removed.
2. The Sacred Heart Cemetery Association must approve all memorial installations. If a memorial is purchased from a vendor other than Sacred Heart Cemetery Association, an application for the installation must be filed. Applications are available at the Rectory office. A fee will be charged for approval and supervision.
3. **Only Bronze flush markers are permitted at the New Cemetery** and must be placed on a **pre-cast concrete foundation or granite. Diocesan guidelines suggest a religious emblem be part of the marker.**
4. **No granite markers are permitted at the New Cemetery.** The association is not responsible for cracking or damage to the existing flush granite markers.
5. Homeowners' policies identify a cemetery lot as an insured location. The base and marker on that lot are personal property. Insurance companies pay for direct physical loss to property insured under **Personal Property Coverage.**

Sacred Heart Cemetery Association reserves the right to make an exception to any or all the above rules for any reason it sees fit, but these exceptions shall not constitute in any way or manner grounds for a precedent for changing the Rules. These Rules and Regulations can be changed without notice.

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## **Sacred Heart Cemetery Association** **Application to Erect / Install a Memorial**

This form provides the Sacred Heart Cemetery Association an opportunity to approve the Catholic symbolism on each memorial.

**PLEASE NOTE: A SECOND MARKER / MEMORIAL MAY NOT BE INSTALLED ON A PLOT WHERE A MARKER / MEMORIAL IS ALREADY IN PLACE.**

Approval Consists of:

- a. Each monument or plot marker should have an acceptable Catholic symbol.
- b. Inscription and art form Sacred Scripture and Catholic tradition are appropriate. Inscriptions should not be offensive to the Catholic faith.
- c. Personal emblems will be considered by the Cemetery Office. If approved, it is recommended that personal emblems be restricted to a four inch square. Memorials must not offend religious proprieties, church discipline or good taste.
- d. Endowed Care must be paid in full on the lot where the memorial or inscription is to be placed.

If the sketch is not approved, notification will be sent to memorial dealer stating the reason for disapproval within ten days of order being received by us. If sketch is approved, we will inform the memorial dealer by phone.

### **FORM:**

- The parish cemetery will retain the form as a receipt of money and for future reference.
- **The memorial dealer should forward a fee of \$150 with the accompanying form.** The fee covers the approval of the sketch by the parish as well as the supervising of the pouring of the foundation by the outside installer if needed.
- If the parish pours its own foundations, a separate list of charges can be billed to the family if needed.
- **Application to do work on an existing memorial: forward fee of \$100.00.**

### **INSTRUCTIONS**

Side 1: Completed by applicant, memorial dealer and manufacturer.

Side 2: Completed by memorial dealer along with the sketch of the memorial.

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**AUTHORIZATION FOR MEMORIAL WORK**

OWNERS NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

PERMISSION TO:

\_\_\_ Carve Inscription                      \_\_\_ Remove Stone from Cemetery

\_\_\_ Clean Monument                      \_\_\_ Other \_\_\_\_\_

Section \_\_\_\_\_ Range \_\_\_\_\_ Lot \_\_\_\_\_ Grave \_\_\_\_\_

Monument \_\_\_\_\_ / Marker \_\_\_\_\_

Inscription to be placed on memorial (Describe the carving to be done, names, dates, symbols, etc.)

\_\_\_\_\_  
Signature of Lot Holder

\_\_\_\_\_  
Address

Or

\_\_\_\_\_  
Signature of Heir

\_\_\_\_\_  
Address

**OFFICE USE ONLY**

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Amount: \$ \_\_\_\_\_