

# REQUEST FOR MONUMENT INSTALLATION

## St. Vincent de Paul Cemetery

Prior to ordering a monument, a layout proof of the memorial must be submitted to cemetery management for approval.

NAME OF DECEASED: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Death: \_\_\_\_\_

MONUMENT COMPANY: \_\_\_\_\_

Monument Co. Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

Type of Monument: \_\_\_\_\_ Double: \_\_\_\_\_ Single: \_\_\_\_\_

Size of Monument: L: \_\_\_\_\_ W: \_\_\_\_\_ D: \_\_\_\_\_ H: \_\_\_\_\_

Material Used: \_\_\_\_\_

Requested Date of Monument Installation: \_\_\_\_\_

- All monuments must be installed by a qualified monument contractor, following all cemetery installation regulations.
- Contact the Cemetery Caretaker at least two days in advance of the monument installation date to arrange for the grave space to be properly marked.
- All monuments and markers placed in the cemetery shall be of granite, marble, or bronze. Concrete or homemade monuments are not permitted.
- Improperly installed monuments will have to be corrected or relocated at the expense of the monument installer.
- A foundation must be installed under all monuments, consisting of one of the following:
  - 1) An 8" thick dry pour of concrete mix, or
  - 2) a 4" thick poured concrete slab, or
  - 3) a 4" thick pre-cast concrete pad.
  - Foundations should extend at least 2" beyond the outside perimeter of the monument base.
  - Foundations must be level with the finished grade, slightly below ground level. All monuments and flat markers must have a foundation regardless of size.
- All upright monuments must be adhered to the base with a high-quality Monument Setting Compound.
- The maximum height for all monuments, where permitted, is 48". All monuments over 36" in height must be both pinned and adhered to the base with a high-quality Monument Setting Compound.
- Monuments may not exceed 42" in width on a single grave, 60" in width on a double grave, or 24" in width on graves located in the child section. Monuments may not extend in depth over 18" from the head of the grave. Setting of monuments over grave openings is not allowed.
- The size limit on the grave marker in the child's section is 24" wide, 30" high, and 12" deep.
- Markers installed in the Flat Marker Only section of the cemetery must be placed with finished surface at ground level.
- All Foot Markers must be placed with finished surface at ground level.
- Permanent markers are not allowed in the Baby Miscarriage Section of the cemetery.