

ST. JOSEPH CEMETERY FINANCIAL POLICIES AND PROCEDURES

The following policies and procedures have been adopted and approved by the Tri-Parish Cemetery Committee and St. Joseph Pastoral Council for the operation of St. Joseph Cemetery, Hays, Kansas. If you have any questions regarding these financial policies and procedures, please contact St. Joseph Parish office at 210 W 13th Street or by calling 785-625-7356.

EASEMENTS

The right of easement grants only the permission for burial under the conditions stated below:

1. Easements will be issued upon payment, in full, for grave lots.
2. No one, even an easement holder, may sell, barter or exchange the cemetery lot.
3. All transactions must go through the St. Joseph Parish Business Office.

BURIAL RIGHTS

The right of burial extends to the immediate family only, that is, to the father, mother and their children.

FINANCIAL

The cost of the grave space is as follows and should be made payable to St. Joseph Cemetery at St. Joseph Parish Business Office, 210 W 13th Street, Hays, Kansas.

1. Adult grave space - \$250.00
2. Infant grave space - \$50.00
3. A maintenance care fee of \$50.00 is payable at the time of burial for each entombment. (This fee is normally handled through the funeral home.)

PLOT EXCAVATIONS

It is the responsibility of the family for grave opening and closing. Arrangements may be made through the funeral home.

GRAVES

1. Slabs will not be permitted as coverage over graves.
2. Mounds over graves will not be permitted
3. Funeral designs and floral pieces will be removed when they become wilted. (Please refer to "Rules for Outdoor Decorations")

MONUMENTS

Plans for the erection of monuments or tombstones must be prepared on St. Joseph Parish forms and submitted to the Business Office at 210 W 13th Street, Hays, Kansas, for approval before erection.

1. A tombstone fee of five percent (5%) of the retail cost of the tombstone will be assessed and shall be paid to St. Joseph Parish Business Office before it is placed or erected on the burial lot.
2. Monuments and tombstones must be erected on suitable foundations approved by the cemetery caretaker.
3. Vehicles will not be used to erect said monuments and tombstones when grounds could be damaged in the process.
4. Broken monuments, markers, tombstones or crosses are the responsibility of the family and shall be repaired, replaced or removed as soon as practicable.

OPERATIONS

1. The planting of trees, shrubs and flowers is the responsibility of the Cemetery Committee. Permanent planting by other individuals is prohibited.
2. All laws of the Church and State on the operation of cemeteries and burials must be observed.

Amended 01/01/2010