

St. Vincent de Paul Catholic Church
9100 93rd Avenue N.
Brooklyn Park, MN 55443
Phone 763-425-2210
www.saintvdp.org

ST VINCENT DE PAUL CEMETERY BOARD
RULES AND REGULATIONS GOVERNING ST. VINCENT DE PAUL CEMETERY
EFFECTIVE JANUARY 1, 2011

A. PURPOSE

For the mutual protection and benefit of gravesite owners, the following Policies and Rules have been adopted by the St. Vincent de Paul Cemetery Board. All grave site owners and visitors within the cemetery and all grave sites sold will be subject to these policies and any amendments or alterations as adopted periodically.

B. DEFINITIONS

1. "Grave site," "plot" or "burial place" or "grave" shall be used interchangeably and shall apply to one or more than one adjoining grave.
2. "Interment" shall mean the permanent disposition of the remains of a deceased person by entombment or burial.
3. "Memorial" shall include a monument, tombstone, marker, tablet, headstone or footstone for individual use.
4. "Ordinary of the Archdiocese of Saint Paul and Minneapolis" shall mean the Archbishop of St. Paul/Minneapolis, or the person acting on his behalf.
5. "Management" shall mean the persons responsible for the decisions regarding and operations managed at St. Vincent de Paul Cemetery.
6. "Parish Cemetery Authority" shall mean persons responsible for the decisions regarding and operations managed at St. Vincent de Paul Cemetery.
7. "Subcontractors" shall mean workers employed in placing or erecting monuments and other structures, or bringing in materials. These persons shall operate as independent contractors, but do so under the permission of management.
8. "Maintenance" refers to the physical care of the cemetery and includes seeding, mowing, trimming around graves plus general repair and cleaning of the roads, equipment, fencing and buildings in the cemetery.
9. "Parish Member". In order to receive a parish member discount, the purchaser/title holder of a burial plot, must have been a parish member at least six months prior to the date of purchase.

C. GENERAL RULES

1. St. Vincent de Paul Cemetery will be open during daylight hours and may be visited every day of the year, weather permitting. There is no staffed security and visitors will be responsible for their own safety.
2. The parish cemetery authority and the Archdiocese of St. Paul and Minneapolis shall take reasonable precaution to protect owners, and the interment spaces of owners, from loss or damage. The parish cemetery authority and the Minnesota Catholic Diocese shall not be liable for damage or injury to any person or property in the cemetery, except for injury or damage arising from its sole negligence.

The parish cemetery authority and Archdiocese shall not be responsible for loss or damage from causes beyond their reasonable control, and especially from damage caused by the elements, an act of God, vandals, mischief makers, unavoidable accidents, whether the damage be direct or corresponding.

3. Persons entering the cemetery grounds, or buying interment spaces therein, are mere licensees and assume all risks.
4. St. Vincent de Paul Cemetery and Parish are not responsible for theft or damage to anything placed on interment spaces.
5. Cemetery records are located at the St. Vincent de Paul parish office. Office hours for record questions are Monday through Friday, 8:00 AM to 4:30 PM.
6. St. Vincent de Paul Cemetery is owned and operated in accordance with Minnesota State Law and Roman Catholic rules and discipline. It reserves the right to refuse admission to the cemetery or its facilities to any person or persons whom the Management may deem objectionable to the best interest of St. Vincent de Paul Cemetery.
7. Every effort is made to accommodate the schedules for interments and inurnments. There will be no committal services scheduled on Sundays, holidays or holy days. Funeral homes are requested to check with the parish cemetery authority for availability of specific interment times.
8. Religious ceremonies other than those of the Roman Catholic Church are not permitted within the Cemetery without the permission of the Pastor.
9. No grave site shall be used for any purpose other than for the burial and memorial of the human dead.
10. All persons entering St. Vincent de Paul Cemetery must display proper respect for the deceased and for the sacred interment spaces in which they are interred.

11. Soliciting of any kind in the Cemetery is prohibited. No signs, notices or advertisements of any kind shall be placed within the cemetery, unless it is in direct association with and has been placed by, or with the permission of, a St. Vincent de Paul Cemetery authority.
12. Firearms are prohibited except as necessary for police or security personnel, military guard of honor and only when under the command of an officer during a military service and with the approval of the parish cemetery authority.

D. RIGHTS OF OWNERS

1. Interment spaces purchased from St. Vincent de Paul Cemetery are subject to the rules and regulations adopted by the Cemetery and following the policies of the Minnesota Catholic Cemeteries and the laws of the State of Minnesota.
2. The parish cemetery authority reserves the right to refuse interment of any individual except the deceased owner until satisfactory proof of inheritance or transfer by will has been established and recorded in the parish cemeteries records.
3. Resolving questions of ownership of burial rights is governed by Minnesota applicable statutes in effect at the time of the last listed lot owner's death in any heir determination.
4. Purchases are made for burial rights only on which the family member is buried. Therefore owners are subject to the rules regarding financial, burial and decorating responsibilities explained in the following sections.
5. Owners are not allowed to sell gravesites with the exception of a return to the Cemetery at an agreed upon amount set by the cemetery board authority. Grave sites sold back to the cemetery must not be occupied by interments of human remains.

E. FINANCIAL AND BURIAL RESPONSIBILITIES

1. No grave sites will be sold in common ownership or joint ownership. Title must stand in one name.
2. Price of grave sites is established by the Cemetery Board and reviewed annually. Fees are on file at the St. Vincent de Paul Church office and on the church website and are subject to change without notice.
3. Contact the parish office to determine how best to prayerfully observe the families personal loss and death of a family member.

4. No burials will be permitted without proper financial arrangements with the parish cemetery authority. A bill of sale will not be transferred to the purchaser until financial obligations have been met. No transfer or assignment by an owner of a grave site will be valid without a notarized Transfer of Title.
5. Financial and other arrangements for opening or closing of grave site must be made with the Sexton or church office before burial is permitted.
6. The cemetery employee or subcontractors of the cemetery are the only persons that will be permitted to open ground burial spaces.
7. A grave site may be used to bury:
 - a. One casket or one cremation, adult or infant
 - b. A casket and one cremation
 - c. Two cremations, adult or infant
8. No interment, excluding cremations, may be made unless the body is contained in a casket and placed in a burial vault. Wooden cremation urns must be contained in a cremation vault provided by the Funeral Home.
9. According to the Order of Christian Funerals, cremated remains are to be treated with respect and inurned in a cemetery. The scattering (commingling) of cremated remains within any parish Catholic cemetery is not permitted.
10. Funeral directors, upon arrival at the cemetery, must present a burial permit from the local Health Officer. Cemetery records will be updated in the parish office once interment is completed.
11. Burials in the “Arms of Hope” miscarriage memorial section must be arranged with the pastoral staff at St. Vincent de Paul Church office.

F. MAINTENANCE AND DECORATIONS

1. Perpetual care is covered in the original purchase price of grave sites. Perpetual care, assumed by the Parish, shall in no case mean maintenance, repair or replacement of any memorial on grave sites. The Parish disclaims all responsibility from loss or damage beyond its control. When burial has been completed, cemetery employees will seed the grave site once the ground has settled and been leveled. Families will be responsible for continual watering as necessary.
2. Additional planting in the ground near the burial site and memorial marker is not permitted. This includes annual and perennial flowers or plants and edging.
3. General care shall in no case mean the maintenance or replacement of any vase placed upon grave sites; nor the planting of flowers or shrubbery, nor watering or sprinkling the grave sites. Flower, tree and shrubbery planting on or near graves is not permitted.

4. Ornate decorations are prohibited unless they are specifically permitted under the rules and regulations. The list of prohibited decorations includes, but is not limited to, vigil lights, shepherd's hooks or other hanging devices, glassware, or statues not directly attached to the memorial marker.
5. No benches or chairs shall be permitted at the grave sites.
6. Artificial flowers are not permitted and may be removed by the cemetery maintenance staff as necessary. Only live flowers and plants are allowed in standardized pots placed near the memorial marker.
7. Flowers placed on grave sites for Memorial Day may be put out during the week before the holiday and must be removed within a reasonable time after the holiday. The cemetery maintenance staff will remove and discard all growth or decorations which do not conform to the standards prescribed by cemetery rules. Wreaths placed on grave sites for the Christmas season may be put out in December of each year and must be removed by the following spring. Maintenance staff will remove and discard all wreaths not removed by the owner of the grave site.

G. MONUMENT AND MEMORIALS

1. All monuments shall be set on a foundation built of concrete, and of the size and depth prescribed by the Management. Foundations will be provided by a contracted member of the Cemetery management and must be paid as agreed upon by the grave owner and contractor.
2. Workers employed in placing or erecting monuments and other structures, or bringing in materials, shall operate as independent contractors, but do so under the permission of the Management.
3. St. Vincent de Paul Cemetery reserves the right to stop all work of any nature whenever, in its opinion, proper preparations have not been made, when tools and machinery are insufficient, when work is being executed in such a manner as to threaten life or property, when work is not being executed according to specifications, or when any person employed on the work violates any rules of the Cemetery.
4. It is the responsibility of the survivors of the deceased to place a monument with the name of the interred, the year of birth of the interred, and the year of death of the interred. All monuments and memorial must include a commonly identified religious symbol.
5. Memorial engraving on the "Arms of Hope" miscarriage memorial must be arranged with the pastoral staff at the Church office.
6. Current prices of grave sites are published on the parish website and on file in the church office.

(7/8/2011)