

VEVAY TOWNSHIP

CEMETERY RULES AND REGULATIONS  
GENERAL POLICY

The general policy applies to any person or persons entering the cemetery grounds for any purpose (persons owning burial rights, visiting grave sites or attending ceremonies, and contractors performing work within the cemetery).

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**Section 1.**

- A. All funerals and interments within the cemetery grounds are under the direction of Vevay Township maintenance personnel, Superintendent or the Sexton.
- B. Notice of funerals, with the exact location of grave, must be given to the Township Clerk or designate, at least thirty-six (36) hours in advance of the scheduled burial.
- C. The Township shall not assume any responsibility for errors in opening graves when orders are received by phone. Orders, (lot and burial number) by funeral directors for the opening of a grave will be construed as orders from the lot owner.
- D. Burials shall not be permitted on Sunday, New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day or Christmas Day. Exceptions may be made by the Sexton in case of emergency.
- E. The cemetery shall be open to the public seven (7) days a week from dawn until dusk.
- F. Vehicle entrance and exit to the cemetery shall be made at established passageways only.
- G. Speed limit within the cemetery shall be 15 miles per hour. Excessive speeds, unsafe or reckless driving within the cemetery shall be prohibited.
- H. Vevay Township shall not be liable for any personal or property damage caused by any person or vehicle, but rather damage caused by persons or vehicles within the cemetery grounds shall be the responsibility of the person, driver and/or owner of the vehicle and may be subject to prosecution.
- I. Interment shall not be permitted until the lot is fully paid for or satisfactory arrangements have been made with the Township Clerk.

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- J. All burials shall be made in vaults or concrete rough boxes except for cremations. Cremains shall be placed in a container of non-disintegrating material. Scattering of cremains is strictly prohibited.
- K. Motorized pleasure vehicles, such as snowmobiles, go-carts, etc., shall not be permitted within the cemetery grounds at any time.
- L. Dogs or any other animals are not permitted in the cemetery. They must be left in the vehicle. Interment of animals is strictly prohibited.
- M. The consumption or use of intoxicating beverages or mind altering drugs within the cemetery grounds is not permitted. Profanity or boisterous language which disturbs the quiet and peaceful atmosphere of the cemetery is prohibited.
- N. The use of firearms in the cemetery is unlawful and prohibited except when firearms are used in conjunction with cemetery ceremonies.
- O. Picking, mutilating or disturbing flowers, trees, shrubs or anything of a decorative or memorial nature is prohibited.
- P. The Township shall not be responsible for the theft or damage to anything placed on cemetery lots or graves.
- Q. All rubbish or debris from graves must be deposited in receptacles provide by the Township.
- R. Advertising in any form, either on grave sites, memorials or in the cemetery shall be prohibited. However, monument companies may place a small, obscure company insignia on the base of monuments if they so desire.
- S. Chairs, settees and benches at the grave sites are prohibited except during the burial ceremony.

**Section 2. RULES AND REGULATIONS FOR LOT OWNERS**

- A. Lot owners may erect a memorial subject to the approval of the cemetery management and the Vevay Township Board and in compliance with the policies established regarding erection of monuments and installation of markers.

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- B. Monument space shall be designated by the Sexton. Monuments are all required to have a foundation. All foundations shall be placed by the Township personnel after receiving an order and fee to do so. The cemetery Sexton shall have the right to correct any error made in the placement of a monument.
- C. The price of foundations for monuments and markers shall be set by the Vevay Township Board and shall be available in the Clerk's office.
- D. A monument may be erected at anytime after the foundation is installed. There is no time limit on when it is to be erected with the following exceptions: before a monument can be installed, all charges, such as interment fees, foundation fees and grave costs, must be paid in full.

\*Foundations shall be placed only twice a year. Once in May, for those desiring a monument or marker for Memorial Day, and again in October. The last day to apply and pay for Memorial Day setting, is April 30. Last day for October setting, is September 30.

- E. Owners of lots with monuments are to abide by the regulations governing the decorations of graves as stated in Sections 5, 6, 7 & 8.
- F. Maximum upright monument size shall be: Single grave marker - maximum base size 32" x 24" x 24". Double grave marker - 56" x 48" x 24". Triple grave marker - 72" x 48" x 24". Quadruple grave marker - 96" x 48" x 24". Dimensions are printed as Length x Height x Width.

**Section 3. CREMATIONS.**

- A. Two cremations are allowed to be interred per burial space, one cremains and one previous regular burial, in which case one marker must provide for both names. The interment of cremains shall only allowed upon the approval and direction of the township clerk and/or cemetery sexton.

**Section 5. WINTER PERIOD: November 1 to March 31.**

- A. Artificial arrangements, wreaths and grave blankets may be placed during this period. These types of decorations, remaining after March 31, will be removed and disposed of by cemetery personnel.

**Section 6. SUMMER PERIOD: April 1 to October 31.**

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- A. No artificial wreaths or flowers; except, one week before and one week after Memorial Day. All artificial flowers and other decorations will be removed and disposed of by Vevay Township personnel after April 1st.

**Section 7. CUT FLOWERS AND CONTAINERS.**

- A. Cut flowers are only allowed the summer period, and must be removed when they become unsightly.
- B. Containers such as, but not limited to, glass jars, tin cans, buckets, etc., are not acceptable and shall be removed by cemetery personnel without notice.

**Section 8. PLANTINGS AND FLOWERS.**

- A. On lots containing monuments, flowers may be planted only after the upright monument has been laced. Planting of any kind is not allowed around flush markers.
- B. Planting is restricted to an area up to 12" in front of monuments. Graves are further restricted to one shepherd's hook with hanging flower basket. The hanging of any other items from a shepherds hook is prohibited and such item will be removed by cemetery personnel. Any untended baskets which become unsightly will be removed by cemetery personnel.
- C. Plantings should not be so tall as to prevent visibility of monument inscriptions.
- D. Potted flowers and/or plants are allowed only on special holidays for seven (7) days after the holiday and shall then be removed by cemetery personnel. The earliest that potted plants may be placed on graves is the Friday prior to the special holiday.
- E. No urns are allowed at any time on flush markers. Urns shall be allowed on monument rows with the Sexton's approval. However, if an urn is placed, no other planting shall be allowed.
- F. The maintenance of the planted area is the responsibility of the lot owners, If the flower bed or plantings become unsightly, it is the policy of the cemetery to mow or cut said flowers or plantings.
- G. NO PLANTING OF ANY KIND IS ALLOWED AROUND FLUSH MARKERS, NOR IS THE TURF TO BE DISTURBED IN ANY WAY. IF PLANTING DOES OCCUR,

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SUCH PLANTING WILL BE REMOVED BY VEVAY TOWNSHIP PERSONNEL WITHOUT NOTIFICATION.

**Section 9. Miscellaneous.**

- A. Veterans and other service flags are allowed from Memorial Day through the Labor Day holidays. Flags and holders are provided by Vevay Township only. All others will be removed by cemetery personnel.
- B. No roping, curbing, fencing, hedging, borders, or enclosures of any kind are allowed on any lot. No edging, brick walks, aluminum stripping, marble chips, stones, cinders, tile, terra cotta, sand, cement, gravel, wood or wood chips, decorative flags, toys, statues, personal items, etc., are allowed on any lot.
- C. The cemetery management reserves the right to remove any of the above if so erected, planted, placed or installed.

**Section 10. SHRUBBERY AND URNS.**

- A. The placement of urns on any grave is subject to approval by the Sexton. No other plantings shall be allowed with urn placement.
- B. Urns that are retractable or that are part of the monument's construction may be used.
- C. Urns that become unsightly, will be tagged and removed within ninety (90) days if not removed by the owner.
- D. The planting of shrubs and perennials is prohibited unless approved by the Township, except for the flower exception listed under Section 8. Absolutely no rose bushes or shrubs with thorns or foliage that may cause injury to maintenance personnel shall be allowed.
- E. The cemetery will trim existing shrubs when it is deemed necessary, unless lot owners wish to do so at their own expense and with no cemetery liability for personal injury or damage.
- F. The cemetery reserves the right to remove shrubbery or plantings that have been planted incorrectly, are overgrown, unsightly or otherwise prohibited; with or without notification. Notification will consist of tagging the item and removal within ninety (90)

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days if not removed by owner.

- G. Any lot owner requesting removal of shrubs and/or trees shall contact the cemetery Sexton and fill out and sign a request/release before removal by cemetery personnel.
- H. The cemetery reserves the right to mow, trim or remove any area or planting that has been neglected or installed improperly.
- I. Vevay Township shall assume NO responsibility for damages in the case of any marker, memorial, urn, shrub or planting being damaged in any way, during the regular course of lot care, maintenance, vandalism or subsequent burials.
- J. Trash containers are provided for the refuse of planting materials, dead flowers, and weeds, etc. Sod and dirt removed in order to plant flowers shall be taken away or properly disposed of in the trash containers provided, but shall not remain on the burial lot.
- K. Vevay Township reserves the right to maintain all grave sites that may include but not limited to, filling settled areas and reseeding of same at our discretion.

**Section 11. Memorial Contractors and Firms.**

- A. All contractors shall abide by rules contained herein including but not limited to the following:
  - 1. When a monument is placed, planking necessary to protect the turf must be provided; materials and equipment are to be removed immediately upon completion of work.
  - 2. Persons or firms who engage in the business of engraving and/or cleaning of monuments, must contact cemetery personnel or the Sexton before any work in the cemetery begins.
  - 3. The completed work of monument contractors is subject to the approval of the Sexton and/or Township Board and if unsatisfactory, may be removed by the cemetery personnel with notice to the contractor and site owner.
  - 4. No monument shall be delivered to the cemetery until the Sexton has notified the firm requesting a foundation that the foundation has been installed and the site

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tagged. Cemetery personnel shall not place upright memorials.

**VEVAY TOWNSHIP RESERVES THE RIGHT TO CHANGE AND/OR AMEND THESE  
RULES AND REGULATIONS IN PART OR THEIR ENTIRETY AT ANYTIME.**