

Oak Hill Cemetery Association

1705 Mt. Vernon Rd. S. E.
Cedar Rapids, Iowa 52403
(319) 362-8452

Grave Marker approval rules and regulations for Oak Hill Cemetery Association.

It is not mandatory that the lot owner who purchases the interment rights on lots from the Oak Hill Cemetery Association purchase their marker from the Association. Any proposed memorial **MUST** be submitted for approval by the lot owner or his legal representative (executor or family member acting on behalf of) to a representative of the Oak Hill Cemetery Association before being ordered or purchased due to monument size restrictions within the Cemetery. (Markers, monuments, benches, etc.)

Approval Guidelines

To avoid errors, it is **REQUIRED** that a sketch showing **design and inscription in detail with all dimensions** be submitted to the cemetery (one copy for the cemetery and one for the family or monument vendor) and that **APPROVAL IN WRITING** be secured.

So that all memorials shall be in good taste, it is necessary that the cemetery officials retain the authority to reject any plan or design for a memorial which on account of size, design, or inscription is unsuitable to the lot on which it is to be placed.

If the plan for a memorial is rejected, such rejection shall be made within ten days and an explanation given to the appropriate party.

General Guidelines

Monuments are to be made of granite or bronze.

All memorials are to be placed on a concrete foundation. All concrete foundations are installed by Oak Hill Cemetery Association and must be paid in full prior to installation.

Memorial restrictions vary depending on location within the cemetery and the number of graves purchased. Some areas require ground level headstones and are restrictive in size. Upright markers are permitted in some areas of the cemetery but are restrictive in size based on the number and size of the grave spaces.

All memorials shall be set to conform to the specific plan of the section in which they are set.

Only one memorial per grave site is permitted. If two people are cremated and buried in one grave space, the memorial must allow for both names to be engraved. Size restrictions will apply to a single grave space.

Foundations and Installations

All work related to foundations and installations of markers, memorials mausoleums, benches, etc., will be performed by the Oak Hill Cemetery Association and must be paid for in advance.

Concrete will only be poured during the months of April through October as ground conditions permit. Foundation requests must be made no later than April 15th for Memorial Day installation and no later than October 1st for fall foundations and must allow 2-4 weeks for completion.

The Association shall assume responsibility for the proper construction of the foundation and the proper installation of a memorial which is purchased from and installed by the Association.

The Association will have no responsibility for any marker purchased elsewhere or for any installation services by outside vendors whether approved or not.

General Size Guidelines

Individual, single grave markers are restricted to no more than 36" in length and 12" front to back or with prior approval a Tablet measuring no more than 20" in width and 28" inches front to back. Approval for other marker sizes will be handled on a case by case basis, and on location within the cemetery.

Infant markers may not be larger than 20 inches in length.

Ground level markers must be a minimum of 4" deep.

Vases will be allowed. The style and location of the vase and manner in which it is secured to the monument or foundation will affect the size of the monument or foundation permitted on a single grave space.

Foundation Charges

Charges are figured by the square inch needed for each stone or vase. Minimum Charge is \$100.00 plus taxes.

For above ground markers (Die only or Die and Base) the size will be figured with a minimum of 10 inches front to back.

Ground level markers requesting a concrete wash (3" or 4") will be charged by the square inch.

Marker setting for internet orders or markers shipped from out of town dealers will be charged an additional setting fee of \$100.00 for single piece markers and \$200.00 for two piece markers and will include accepting delivery and setting with appropriate seals.

Rules and Regulations for Outside Monument Vendors.

All contractors, acting as an approved vendor for monuments purchased by lot owners, must give notice to the Oak Hill Cemetery Association stating the kind and style of work to be done (*example; the setting of an approve memorial on a foundation prepared by Oak Hill Cemetery or in the case of a multi piece memorial also agreeing to seal all joints against moisture*) and filing with the office a written permit signed by the lot owner or responsible party for such work to be done and the same shall be approved by the Association.

Notice shall be made at least twenty-four (24) hours before and no more than forty-eight (48) hours before scheduling an installation. This will allow the Association to determine if the installation will interfere with a scheduled service.

The Association in no event assumes any liability to anyone by reason of its granting approval to any outside vendor to perform work in the Cemetery.

If in the opinion of the Association it is necessary to make a survey before the contractor performs work, the Association may fix and collect from the contractor a reasonable charge. All corner stakes or flags must be laid out by the Association. The contractor should be governed thereby.

Where heavy material is to be moved, planks must be laid on the paths or grass affected to protect them from damage.

No setting of memorials will be permitted during inclement weather the same to be determined at the sole and absolute discretion of the cemetery superintendent or his assistant or designee.

If some degree of obstruction to roads and paths become necessary prior approval of the Association must be obtained and the same must be as slight as possible. No unnecessary delay will be permitted after work has commenced.

No work will be allowed to be left in an improper and unfinished state and should such occur the Association may complete and remove the same at the expense of the lot owner.

