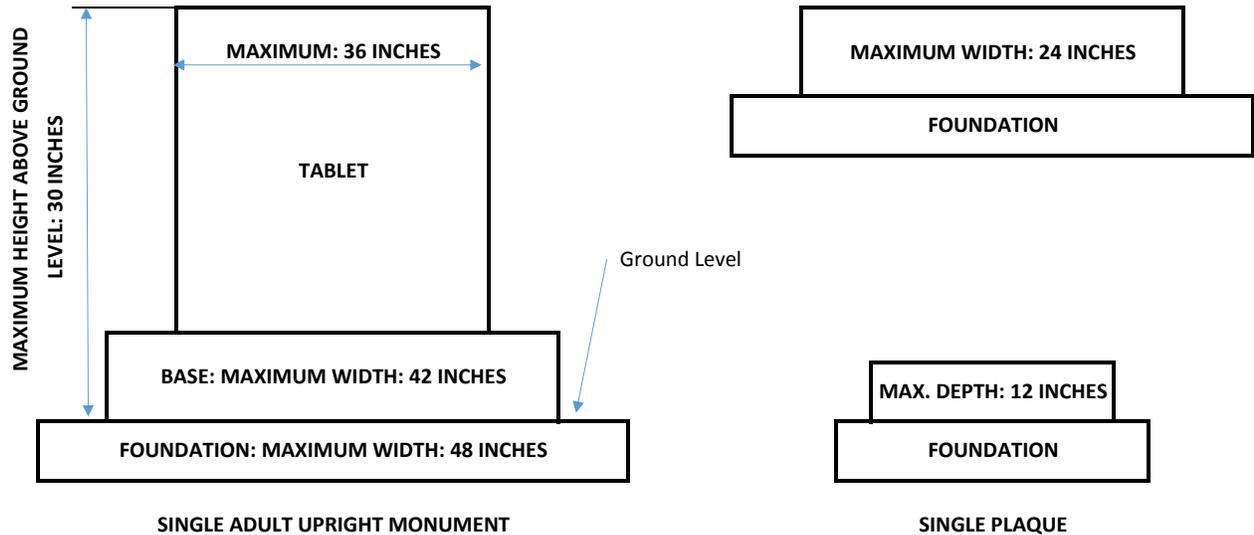




## ROMAN CATHOLIC EPISCOPAL CORPORATION OF ST. JOHN'S

### CEMETERY OPERATIONS MONUMENT STANDARD

20 November 2017



#### NOTES & INSTRUCTIONS

- 1 Maximum dimensions shown are for a single upright monument or plaque on a standard single adult plot.
- 2 The standard single plot is 48 inches wide. Monument dimensions may have to be reduced to fit 'non standard' plots in the older parts of the cemetery. Plot space should be confirmed with cemetery staff before finalizing an order for the customer.
- 3 For monuments being placed on double plots, the maximum width of the base is 84 inches.
- 4 For monuments in the infant burial section of the cemetery the maximum tablet height above ground is 24 inches & the maximum tablet width is 20 inches.
- 5 All monuments must be constructed of either granite, marble or bronze.
- 6 Permits are required for all monument installations in all cemeteries. Monuments must be installed according to the requirements of this standard and the instructions stated on the monument permit form.
- 7 The locations of the burials in the plot should be confirmed before ordering the monument engraving.
- 8 Cemetery staff will identify the exact location for the monument on the plot.
- 9 No more than one plaque can be placed in front of any one single upright monument. Flower beds and ornaments may have to be removed in order for the plaque to be placed as close as possible to the base of the upright monument.
- 10 Families are responsible for the maintenance of their monuments. Any levelling or straightening of the monument required because of ground settlement is the family responsibility. Families are strongly advised to wait at least six months for the ground to settle before placing a monument on a new plot.
- 11 Cemetery staff will only straighten or level a monument if it becomes unstable and presents a safety hazard to the public.
- 12 Families place monuments on their plot at their own risk. The Archdiocese is not responsible for any damage to monuments.
- 13 If a monument is damaged by cemetery operations, it will be repaired or replaced through an invited bid process in consultation with the family. The preferred bid may not necessarily be the original monument supplier. If the exact monument model is no longer available, the next available model will be purchased.
- 14 If a plaque is being used as an alternative to an upright monument, then some adjustment in the allowable plaque dimensions may be allowed. Monument company should consult with cemetery staff.
- 15 The approved permit form will have location instructions included. Monument companies are strongly advised to provide their installation staff with a copy of the approved permit with these location instructions. This will save time and eliminate delays for the installation staff.

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**OPERATIONS:** 709-730-8752 OR 709-699-6620 OR EMail: [cemetery@rcsj.org](mailto:cemetery@rcsj.org)

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"A Voice Crying In The Wilderness"