



St. John's Archdiocese Inc.

GENERAL INFORMATION ON COLUMBARIA

19 MARCH 2021

Columbaria are above ground granite structures with secured compartments called 'niches'. These structures are designed for the committal of cremated human remains. The columbaria are placed on a concrete base on a specifically designed site to provide an appropriate atmosphere for remembrance and meditation.

Each niche in the columbarium is individually secured with a stainless steel door locked with an individually numbered key. This key is held under strict security by the RC Episcopal Corporation. Each niche measures 15 inch by 15 inch by 15 inch and can accommodate 2-3 urns depending on the size of the urns. Niches are assigned as single units only.

Urn being placed in the columbarium must be constructed of non-biodegradable material. This would be steel, glass, ceramic or plastic. Wood urns are not acceptable. In the case of companion urns, both compartments must have the ashes contained before the urn can be placed in the niche.

No items other than the urns containing cremated human remains are permitted to be placed in the niche. Cremated remains of pets are not permitted.

A Committal Request Form must be submitted to the cemetery operations office in order for a niche to be assigned and/or an urn to be placed in the niche. This is usually submitted by the funeral home as part of the services being provided to the family. The committal request must be accompanied by a cremation certificate or a burial permit number which is usually provided by the funeral home.

In some cases, the family has procession of the urn and the funeral home is no longer involved. In these cases, the family can contact the cemetery operations office directly to arrange for a niche assignment and/or a committal of the urn to a niche. The committal request form and cremation certificate are still required and all fees must be paid in advance.

Niches are only assigned after a death occurs and the family has an immediate plan to place the urn in the niche. The niches are assigned in sequence from top to bottom in each column. There is no selection of niches and no reserved niches.

The assignment fee for the niches and the fees for engraving is available on the RC Episcopal Corp. Schedule of fees. This schedule can be viewed on the Archdiocese website (www.rcsj.org) or by contacting the funeral home or the cemetery operations office.

Tel. 709- 691 6620 or 709 730 8752 Military Road, St. John's, NL A1C 2E8

www.rcsj.org

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Urns cannot be removed from the niche without first obtaining an exhumation licence from the Provincial Department of Justice. More information on this can be obtained by contacting the funeral home or the cemetery operations office.

Niche faceplate engraving is limited to the deceased's name, birth year and death year. The engraving is standardized as 'Roman Classic' with the names being 1-inch high and the dates being $\frac{3}{4}$ inches high. In the case where three names are planned, the lettering size will be reduced to fit the space.

Families have the option of adding a medallion with a picture of the deceased. This is made of porcelain and measures approximately 2-inches by 4-inches. Service badges of the armed forces or law enforcement agencies are also permitted to be attached to the niche faceplate. All such attachments must be ordered through and installed by Family Memorials Ltd. This company has the exclusive rights to engraving on the columbarium.

Flowers and ornaments are not permitted to be attached to the niche faceplates. Any such attachments will be removed by cemetery staff as soon as they are discovered. Families are invited to plant flowers in the bed near the columbarium and/or donate a tree for planting anywhere in the cemetery.

As of the date of this document, the RC Episcopal Corp. has awarded a contract for the provision of 50 niches per year for the next 5 years in Holy Sepulchre cemetery. The Corporation also has a columbarium in the Mt. Carmel cemetery. There are also plans to install a columbarium in the other cemeteries as they are needed.

All committals to the columbarium are subject to the laws of the province of Newfoundland and Labrador and the Canon Law of the Roman Catholic Church. The RC Episcopal Corporation does not assume any liability for loss or damage that is caused by vandalism or acts of God.

Refer also to the general cemetery regulations and other standards on the website for the Roman Catholic Archdiocese of St. John's (www.rcsj.org).

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