



## St. John's Archdiocese Inc. General Information on Columbaria

May 17, 2024

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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 St. John's Archdiocese Inc. Each niche measures 15 inches x 15 inches x 15 inches, and can accommodate 2-3 urns, depending on the size of the urns. Niches are assigned as single units only.

Urns 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 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 possession 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 is available on the SJAI Schedule of fees. This schedule can be viewed on the Archdiocese website (<https://www.rcsj.org>), or by contacting the funeral home or the Cemetery Operations office. The fee for engraving of niches is available by contacting Rock Edge Designs, who hold the exclusive rights to engraving on the columbarium niche faceplates.

Urns cannot be removed from the niche without first obtaining an exhumation license 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 3/4 inches high. In the case where three names are planned, the lettering size will be reduced to fit the space.

(... more information on the following page...)

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Suite 402, 33 Pippy Place, St. John's, NL, A1B 3X2

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Families have the option of adding a medallion with a picture of the deceased. This is made of porcelain, and measures approximately 2 in. x 4 in. 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 Rock Edge Designs. 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.

Columbaria are currently located in Holy Sepulchre and Mt. Carmel Cemeteries. There are currently plans to place additional units in these cemeteries (as well as others) as needed.

All committals to the columbarium are subject to the laws of the Province of Newfoundland & Labrador and the Canon Law of the Roman Catholic Church. St. John's Archdiocese Inc. does not assume any liability for loss or damage that is caused by vandalism or acts of God.

Refer to the **General Cemetery Regulations** and other standards on the website for the Roman Catholic Archdiocese of St. John's (<https://www.rcsj.org>).

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