

St. Andrew The Apostle Catholic Church

A Policy Governing the Use of the Memorial Garden Wall and Columbarium

April, 2009

GUIDELINES

1. Eligibility

- A. The St. Andrew the Apostle Memorial Garden Wall and Columbarium are primarily for deceased members of St. Andrew the Apostle Parish.
- B. The St. Andrew the Apostle Memorial Garden Wall and Columbarium are the property of the Roman Catholic Diocese of Raleigh under its Bishop.
- C. All rules for the assignment of niches and memorial stones will be set by the Columbarium Committee and approved by the Pastor.
- D. Assignments of niches and memorial stones will only be given and held for active, registered members of St. Andrew the Apostle Parish or, if available, Catholics active and registered in other parishes with the Diocese of Raleigh. Exceptions require the approval of the Pastor.
- E. Immediate family members of those defined in Section 1D may be inurned in the same niche with those defined in section 1D regardless of their religion. Immediate family members are defined as husband and wife, parent and child, or two siblings.

2. Records

A diagram of the columbarium will be kept in the church office. With it shall be recorded the vital statistics of all individuals who have been or are to be inurned in the Columbarium.

3. Reservation of a Niche or Right to be Memorialized on Memorial Garden Wall

A niche or placement of name/names on the memorial wall shall be available upon payment of the fee in effect at the time of payment. The reservation of a niche or placement of name/names on memorial wall and the payment of a fee gives the person the right to be inurned or memorialized but does not convey ownership of any property to the individual. No transfer of reservation of either the columbarium niche or Right to be Memorialized shall be made to another person, estate or corporation. However, the Parish may repurchase a niche or memorial stone for just cause as determined by the Columbarium Committee. The repurchase price will be the original price less an administrative fee of \$100 plus any expenses incurred. Once an inscription has been cut into the stone, no refund will be made.

St. Andrew the Apostle Parish

A Policy Governing the Use of the Memorial Garden Wall and Columbarium

April, 2009

4. Multiple Inurnment

No more than two persons' remains may be inurned in one niche. Only two persons' remains who are members of the same immediate family may be inurned in one niche. Immediate family members are defined as husband and wife, parent and child, or two siblings. Exceptions to the immediate family rule require the approval of the Pastor.

If a stone is inscribed for one person only one persons remains may be inurned. Once inscribed, the stone will not be changed.

Only the remains of humans are allowed to be inurned in the columbarium.

5. Inurnment/Inscription/Urn

An inscription fee will be paid at the time of each inurnment. The type of lettering used will be the same for all inscriptions.

Payment for memorialization will be made at the time the Right to be Memorialized is completed.

With each niche, bronze urn(s) will be provided by the Parish. Only the urn(s) provided by the Parish may be used for inurnment in the columbarium.

6. Columbarium Niche Inscription Style and Content

Inscriptions on the columbarium niches shall consist of surnames and Christian names and dates of birth and death.

7. Memorial Garden Wall Inscription and Content

Inscriptions on the memorial wall shall consist of surnames and Christian names. Six names will be inscribed on each 9" by 9" stone.

8. Flowers and Decorations

The Columbarium Committee, in cooperation with the church staff, will arrange for the maintenance of the Columbarium. Nothing of either a permanent or temporary nature shall be affixed to or on the Columbarium wall surfaces. St. Andrew the Apostle Catholic Church will provide green outside containers, upon request, to be used for fresh flowers. Donations will also be accepted, to defer the cost, for holiday plants that will be placed within the Columbarium during the holiday seasons.

St. Andrew the Apostle Parish

A Policy Governing the Use of the Memorial Garden Wall and Columbarium

April, 2009

9. Rites

The rites of inurnment will be in keeping with the Roman Catholic Order of Christian Funerals, Rite of Committal. Exceptions require the approval of the Pastor.

10. Cost

The fee at the time when the **Right of Inurnment or Right to be Memorialized** is executed will cover the right to inurnment of remains (including bronze urn(s)) or placement of a name on the memorial wall, and perpetual care of the Memorial Garden Wall and Columbarium. The church is not responsible for all other costs such as funeral home charges, cremation costs, etc.

11. Right of Inurnment or Right to be Memorialized

A **Right of Inurnment or Right to be Memorialized** shall be executed by all involved parties for each columbarium niche or memorial stone setting forth the right of the parties, including specifically a provision granting full authority to St. Andrew the Apostle Church to move, remove, relocate memorial wall and/or niches with remains, if, for any reason, the St. Andrew the Apostle Church Columbarium and Memorial Garden Wall should be relocated.

12. Income Care

The cost of the Memorial Garden Wall and Columbarium will be paid by fees from those who desire to use it. A portion of the funds from every sale, even the initial sales, will be held in a perpetual care fund. Ultimately, the interest income from this perpetual care fund will provide for the upkeep of the Memorial Garden Wall and Columbarium. All other initial funds will be applied to the parish debt to pay for the garden, the columbarium and memorial stones; afterward, funds will be applied to upkeep, maintenance and future expansion.

13. Maintenance Funds

Maintenance funds which will be accumulated in the operating account of the Columbarium and Memorial Garden Wall, over and above the amount needed for perpetual care, may be spent for capital improvements and/or repairs of St. Andrew the Apostle Church upon the recommendation of the Columbarium Committee.

14. Special Consideration

Each year the Columbarium Committee will set aside a number of columbarium niches and memorial plaques which the Pastor can provide at reduced cost, or no cost, based on need.