

VESTAL HILLS MEMORIAL PARK ASSOCIATION, INC.

RULES AND REGULATIONS

Interim Revision March 2008

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RULES AND REGULATIONS

These Rules and Regulations are designed for the protection of Vestal Hills Memorial Park Association, Inc. (the "Association") and the Cemetery which it operates, Vestal Hills Memorial Park (the "Cemetery") and each lot owner/member of the Association ("Lot Owner(s)"). All Lot Owners and visitors shall be subject to these Rules and Regulations, and all amendments and modifications hereto, as shall be adopted by the Association from time to time.

INTERMENT SERVICES

1. All lots and Lot Owners are subject to the Laws of the State of New York and to the Rules and Regulations currently in force and adopted from time to time by the Cemetery Board of the State of New York and by the Association.
2. Interment rights within the Cemetery shall be used for no purpose other than the interment and/or memorialization of human remains.
3. A Deed shall be issued to each Lot Owner(s) upon full payment of the purchase price of an interment right(s).
4. No interment shall be allowed unless accompanied by the proper Death Certificate and the Burial Permit turned over to the Association, or their representative, to whom must be furnished the following particulars:
 1. Full Name of Deceased
 2. Place of Birth
 3. Last Place of Residence
 4. Nearest Relative
 5. Age
 6. Sex
 7. Date of Death
 8. Cause of Death
 9. Marital Status
 10. Time of Interment
 11. Time at Cemetery
 12. Name of Lot Owner
 13. Kind of Vault
 14. Name of Funeral Director
5. No interment or entombment will be permitted until the Lot Owner or their authorized representative signs an Interment Authorization form instructing the Association to perform said interment.

6. No interment will be permitted until at least the space being used and any applicable service fees have been paid in full.
7. Lot Owners shall not allow interment to be made in their lot for remuneration nor shall any interest in or to any burial lot be transferred or assigned except in the manner and pursuant to the conditions prescribed by the Laws of the State of New York, and the Rules and Regulations of the Cemetery Board of the State of New York now or hereafter in effect and provided such transfer or assignment has been consented to in writing by the Association and such consent is endorsed on the transfer or assignment and entered on the books of the Association.
8. All interments in lots shall be restricted to the members of the immediate family of the owners thereof, or persons whom they designate in writing. Where a lot is owned by a church, lodge or other organization, the interment shall be limited to the actual members of the organization and their husbands and wives.
9. Upon the death(s) of a Lot Owner(s), the rights of interment shall be determined by the Laws of the State of New York.
10. No interments shall be done on Sundays or Holidays except in the fulfillment of religious beliefs.
11. The Association regulates the number of interments, entombments and/or inurnments as follows:
 - (a) In each grave, the Association permits a maximum of one vaulted, casketed body or one vaulted set of cremated remains;
 - (b) In each crypt, the Association permits a maximum of one casketed body or one set of cremated remains;
 - (c) In each companion crypt, the Association permits a maximum of two casketed bodies or two sets of cremated remains or one of each; and
 - (d) In each niche the Association permits one set of cremated remains.

In addition to what is permitted above, the Association will permit the interment, entombment or inurnment of a second set of cremated remains in a grave, crypt or niche upon full payment of the purchase price of a Second Right of Interment, as specified for each location in the Association's price list and upon payment of the interment, entombment or inurnment service charge as specified in the Association's price list. In a companion crypt, up to two Second Rights of Interment may be purchased under the above terms and conditions.

The Second Right of Interment is not available for lawn crypts and may not be available for certain crypts or niches as determined by the Association.

For grave spaces designated in writing as “double depth” prior to January 1, 1994, two bodies may be interred.

A Second Right for a child who is one year old or less shall be free of charge by the Association, provided that the Association must collect the statutory fee required by New York law to be placed in the Association’s Permanent Maintenance Fund for each interment (set at \$35.00 as of January, 2006).

12. When funerals are to be held Monday morning, orders for the grave must be given to the Association by the previous Friday no later than four o’clock p.m. Funerals to be held on any other day during the week are subject to the number of prior interment orders received for burial the same day. Orders for graves must be given sufficiently early to allow at least eight hours of daylight for the work.
13. The Association may postpone or reschedule an interment service if, in the opinion of the Association’s management, too many services are scheduled concurrently or because of inclement weather, hazardous roads or other conditions which could prove dangerous to Lot Owners, visitors and employees, and equipment and property of the Association.
14. The Association requires the use of a concrete liner or concrete vaults as an outer container on all grave spaces purchased after July 15, 1994. While NOT mandatory for graves purchased prior to this date, the Association strongly encourages Lot Owners to use such a container in the interest of long-term maintenance of each lot and for the protection of remains.
15. The interment of cremated remains will be permitted only in a concrete receptacle such as concrete box or concrete vault in all grave spaces purchased after July 15, 1994.
16. All interments and disinterments within the Cemetery shall be performed only by Association personnel.
17. The Association relies upon the identification of the deceased provided by the next-of-kin or authorized representative and shall have no obligation to independently establish or verify the identity of the remains to be interred or cremated.
18. As a condition to performing any disinterment, the Association requires written authorization signed by the Lot Owner and the deceased’s next-of-kin or their authorized representative on a form approved by the Association. All disinterments must be conducted in accordance with State law and local laws.

19. The Association shall exercise due care in making disinterments, but shall assume no liability for damage to any body, casket, outer burial container or urn in performing said work.

SUPERVISION OF THE CEMETERY

1. The Association reserves the right to compel all persons entering the Cemetery to obey all Rules and Regulations.
2. The Association shall take reasonable precautions to protect against loss or damage to property or rights within the Cemetery. However, the Association disclaims all responsibility for loss or damage from causes beyond its reasonable control, including but not limited to loss or damage caused by the elements, Acts of God, animals, persons committing criminal acts, malicious mischief makers, unavoidable accidents, riots, labor trouble or government acts.
3. The Association reserves and shall have the right to correct any errors that may be made by it in making interments, disinterments, or in the sale, transfer or conveyance of interment rights, including the right to substitute and convey in lieu thereof other interment rights of comparable value and similar location to the extent possible. In the event such an error involves the interment of remains of any person in an incorrect location, the Association reserves and shall have the right to remove and transfer such remains so interred to the correct location or to a similar location of comparable value as may be selected by the Association within the Cemetery, in accordance with the provisions of the New York State Not-For-Profit Corp. Law, section 1510(e). The Association shall have no liability as a result of any errors of the type described in this paragraph other than its obligation to take remedial actions described in this paragraph.
4. The Association reserves the right to enlarge, reduce, replant or change the boundaries or grading of the Cemetery or of a section or sections thereof, from time to time, including the right to modify or change the locations of or remove or regrade features, roads, trees, shrubs, flowers, landscaping, benches, walks, drains, pipelines, lakes, fountains, and buildings, following approval of the New York State Cemetery Board if required.
5. The Association has the right to use all property not sold to Lot Owners for Association purposes.
6. No persons other than duly authorized employees of the Association shall be allowed to perform work including, but not limited to, all interments, the excavation and setting of monuments, foundations, planting, sodding, surveying, and landscaping.

REGULATIONS TO BE OBSERVED BY LOT OWNERS AND VISITORS

1. Lot Owners, their families, and visitors, shall be allowed access to the grounds from 9:00 a.m. until sundown every day, observing the rules which are or may be adopted for the regulation of the Cemetery.
2. All persons are forbidden to drive in the grounds faster than 10 miles per hour. Persons with firearms or dogs will not be admitted. All persons are prohibited from writing upon, defacing, or injuring any property in the Cemetery.
3. Funeral designs and floral pieces will be removed as soon as they become unsightly. The Association will not be responsible for loss or damage to any portable articles left upon any lot, grave or other part of the Cemetery grounds.
4. The employees of the Association are not permitted to perform any work for Lot Owners, except under the direction of the Association.
5. No natural or man-made object belonging to the Association shall be taken-up or removed without a permit from the office.
6. All persons are prohibited from bringing or displaying any signs or erecting unsightly grave markers.
7. All persons disturbing the quiet or good order, which at all times should prevail in the Cemetery, or who shall violate any of the above rules will be compelled to leave the grounds. Visitors are reminded that these grounds are sacredly devoted to the interment of the dead and that a strict observance of the decorum which should be observed in such places shall be required of all.

GENERAL INFORMATION AND OPERATIONAL RULES

1. Office hours shall be from eight-thirty a.m. until four-thirty p.m. on Monday through Friday.
2. The gates of the Cemetery will be open from nine a.m. until sundown every day. At the time of the gate closing, the person designated to close the gates will make a reasonable effort to ensure that no visitors remain in the Cemetery.
3. Persons entering the Cemetery other than during stated visiting hours, without prior authorization from the Association, will be considered trespassers.
4. Upon entering the Cemetery grounds, all funeral activities and processions shall be subject to the direction of a duly authorized employee of the Association.
5. The following Holidays will be observed by the Association and an additional service charge will be made on these days:

Every Sunday	New Year's Day
Christmas Day	Thanksgiving Day
Independence Day	Memorial Day
Labor Day	

The gates will be open for visitors on Holidays as normal.

6. The Association will accept for interment any service Monday through Saturday from nine a.m. to three p.m. at the Cemetery. Saturday, Sunday and Holiday interments will incur an additional charge for overtime.
7. General maps of the Cemetery and individual section maps are available from the office at no charge.
8. Flowers and all floral decorations, whether natural or artificial, are subject to the Association's written policies. These policies are posted or on file in our office. Copies of these policies are available from the office at no charge.
9. To protect the general appearance of every section in the Cemetery only standard individual, companion, and family bronze markers, with or without flower vases, approved by the Association will be permitted on each grave, set flush with the turf on a solid granite foundation base erected by the Association.
10. Memorials on regular lots are placed at the east end of the burial space. When reading a memorial the grave of the named person is in front of the marker and the reader is not standing on the named person's grave. An exception is in the Terrace Garden in the Garden of Devotion where memorials are placed to read from the walk leading up to the Bible. On the edge of some sections, memorials are placed for reading ease. On boulevard lots, memorials are placed according to the layout of the lot and may vary with each lot.
11. The Association permits only one memorial to be placed on any individual grave with the exception of a designated lawn crypt area for Veterans of the Armed Services where two veteran style memorials are allowed to be placed on a single foundation.
12. Bronze vases will be turned down November 1 to prevent damage due to freezing weather.
13. A listing of the current service fees, approved by the New York State Cemetery Board is posted in our office. All service fees are subject to change only with approval by the Cemetery Board.

14. The name and address of our regulatory bodies, the State Cemetery Board and the Division of Cemeteries are posted in our office.
15. Planting on any lot or grave is not permitted nor may the sod be removed for any purpose.
16. Glass objects of any kind are prohibited at all times. All glass objects will be removed immediately.
17. No automobiles may be driven or parked on a section. They must remain in the street and should be parked at one side of the road so traffic can proceed normally.
18. The Tower of Memories Mausoleum may be kept locked at all times unless park personnel are in the building. Should a Lot Owner wish to visit the building, simply contact the office and arrangements will be made. Any Lot Owner may use the chapel for a committal service at no charge.
19. Trash containers and water faucets are placed in strategic locations throughout the Cemetery. The water is turned off on November 1 to prevent freezing.