

Guardian Angels Church Cemetery and Prayer Garden

**Established 1871
Hours: Dawn to Dusk**

MISSION STATEMENT

The mission of Guardian Angels Church Cemetery and Prayer Garden Committee is to ensure proper interment/inurnment, memorialization and perpetual care in the tradition of the Catholic Church. The Cemetery and Prayer Garden are our sanctuary until we become one with our souls in everlasting life.

Rules and Regulations

For the mutual protection and benefit of grave owners, and to preserve the beauty and dignity of the grounds, the following rules and regulations apply to all Church of the Guardian Angels Church Cemetery grave owners and visitors. These rules and regulations may be updated from time to time as amendments or changes are approved and adopted by the Guardian Angels Church Cemetery and Prayer Garden Committee.

DEFINITIONS

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| DEFINITION | 1 | The terms lot, plot, grave or burial place is used interchangeably and shall apply with like effect to one or more adjoining grave or niche. |
| DEFINITION | 2 | The term interment means the permanent disposition of the full body remains of a deceased person by burial. |
| DEFINITION | 3 | The term inurnment means the permanent disposition of the cremated remains of a deceased person by burial, either in-ground or in the columbarium. |
| DEFINITION | 4 | The term memorial includes a monument or marker. A monument is an upright, above ground headstone; a marker is a headstone or footstone that is level with the ground. If a marker is the only memorial, it will be placed at the head of the grave. A memorial may include both a monument and a marker if in a designated upright row in the cemetery. If the marker is in addition to a monument, the marker will be placed at the foot of the grave. |
| DEFINITION | 5 | The term cemetery authority refers to the persons constituting the Guardian Angels Cemetery Committee, a Sub-Committee of the Finance Council, the Finance Council, the Pastor, and the Parish Administrator. The Parish Administrator is the Cemetery Manager and is responsible for the day-to-day operation of the Cemetery. |
| DEFINITION | 6 | The term care applies to the entire cemetery provided by either a permanent care fund or by Guardian Angels Church. |
| DEFINITION | 7 | The term permanent vessel or urn refers to a sealed container for cremated human remains. |

DEFINITION	8	The term vault means any container or enclosure made of concrete, fiberglass or steel that is placed in a grave around a casket to prevent the collapse of the grave and/or to protect the casket or for burial of a permanent vessel or urn.
DEFINITION	9	The term columbarium means a granite above ground structure that houses niches for placement of cremated remains.
DEFINITION	10	The term niche refers to the single or double burial place for cremated remains located in the columbarium.
DEFINITION	11	The term(s) deed / title refers to the written confirmation of ownership of the grave lot/niche.
DEFINITION	12	Size of a Full Body Grave Lot is 3.5 ft. (42 in.) – 4.0 (48 in.) x 10 ft.-12 ft. (length and width are dependent on the Section). The size of a Cremains In-Ground Lot section in CrB-1 is 2 ft. x 3 ft. The Size of Infant lots in Garden of Angels section are 2 ft. x 3 ft. Columbaria Niches 1-3; 7-10 are either Single (10 in. wide x 10.5 in. high x 12 in. deep) or Double (10.5 in. wide x 10.5 in. high x 24 in. deep). Columbaria Niches 4-6 are either Single (13 in. wide x 13 in. high x 14 in. deep) or Double (13 in. wide x 13 in. high x 26 in. deep).
DEFINITION	13	A Guardian Angels Church Cemetery Committee member must also be a registered member of Guardian Angels Church.
DEFINITION	14	The Parish Cemetery Authority is defined as the Parish Administrator or Parish Pastor or the Director of Maintenance or designated by the Parish Administrator.
DEFINITION	15	CIMS refers to Guardian Angels computer software purchased from Ramaker & Associates Inc. for the sole purpose of documenting all information regarding the Guardian Angels Cemetery.
DEFINITION	16	eCIMS refers to Guardian Angels computer software purchased from Ramaker & Associates Inc. for the sole purpose of documenting certain information regarding the Guardian Angels Cemetery.

GENERAL RULES

RULE	1	Guardian Angels Church Cemetery is owned and operated in accordance with the laws of the State of Minnesota and the rules and discipline of the Roman Catholic Church. It reserves the right to refuse admission to the cemetery and to refuse the use of any of the cemetery's facilities, at any time, to any person or persons whom the cemetery authority may deem objectionable to the best interests of the cemetery.
RULE	2	The cemetery is intended for the burial of parishioners and members of their families who are entitled to Christian burial according to the rules and discipline of the Roman Catholic Church. Any question of the burial of a non-Catholic member of a lot owner's family or of any person not entitled to Christian burial, shall be decided by the pastor.
RULE	3	Religious ceremonies other than those of the Roman Catholic Church are not permitted within the cemetery unless the consent of pastor has been obtained.

LOTS AND LOT OWNERS

- RULE 4 Cemetery grave lots / niches may be sold to registered parishioners who have been registered for at least one year, members of their family, to family members of individuals buried in the cemetery, or other circumstances as approved by the pastor. Plot owner must designate, at time of purchase, or when known, who will be buried in each of the grave lots/niches they have purchased so the grave lots/niches title can be assigned to that individual in the CIMS software (See rule 9).
- RULE 5 Unused grave lots/niches may NOT be privately re-sold to another individual. Unused grave lots/niches may be sold back to Guardian Angels at the original purchase price.
- RULE 6 No grave shall be used for any other purpose than for the burial of the human dead.
- RULE 7 The cemetery disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy thieves, vandals, strikers, explosions, insurrections or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.
- RULE 8 Grave owners are granted only the right of interment/inurnment in their graves/niches. The cemetery reserves the right to refuse to permit the interment/inurnment of anyone who was not at the time of the death the owner of the grave and the individual listed on the title. If deceased individual is NOT listed on the title, the parish cemetery authority reserves the right to refuse interment/inurnment until satisfactory proof of inheritance or transfer by will has been established and recorded in the parish cemetery's record.

CORRECTION OF ERRORS

- RULE 9 The cemetery office personnel, under the direction of parish administrator reserve, has the right to correct any errors that may be made in the CIMS software, either in making interments/inurnments, disinterments/disinurnments or removals, or in the description, transfer or conveyance of ownership of any interment property.
- The cemetery office personnel under the direction of parish administrator also have the right to correct original deeds. If original deeds need to be corrected for various reasons a revised deed will be issued.

CARE OF GRAVES

- RULE 10 The cemetery will give such care as it can to cutting the grass and general preservation of the grounds.
- RULE 11 The general care assumed by the cemetery shall in no case mean maintenance, repair, or replacement of any vase, basket, memorial, flowers or other objects placed upon graves.

INTERMENTS/INURNMENTS

- RULE 12 No interment/inurnment will be made in a grave not fully paid for.
- RULE 13 Funeral director, upon arrival at the cemetery, must present a burial permit from the local health office.
- RULE 14 Once a casket containing a body is within the confines of the cemetery, no funeral director nor his embalmer, assistant, employee or agent is permitted to open the casket, or to touch the body, without the consent of the next of kin or of the legal representative of the deceased or of an order signed by a court of competent jurisdiction.
- RULE 15 No interment of more than one full body shall be made in one grave lot except in the case of an infant or two infants buried in one casket, or cremated remains of a family member not exceeding three per grave. One grave full body lot (3.5 ft. – 4.0 ft. x 10-12 ft.) may contain: One full body and two cremains, or three cremains to full body. All interment/inurnment agreements made at time of purchase prior to 10/01/2010 will be grandfathered in as space allows.
- No inurnment of more than one cremains shall be made in one in-ground cremation lot of size 2 ft. x 3 ft. in the Cremation CrB-1 section.
- In the sections, Garden of Angels and D-infant, only one interment/inurnment shall be made per grave lot. Garden of Angels lots reserved for families facing financial hardship due to miscarriages, stillborn births, and the loss of babies under the age of 3 months with families being vetted through Halos of the St. Croix Valley.
- In the columbarium a single niche may contain only one cremains and a double niche may contain one or two cremains.
- RULE 16 No interment of a full body may be made unless the remains are contained in a casket and vault.
- RULE 17 The burial of cremated remains in all sections must be contained in a proper receptacle. A vault is required.

PLANTING ON GRAVES

- RULE 18 All decorations and plantings are prohibited unless they are specifically permitted under the rules and regulations for the common good of all owners.
- In-ground planting of flowers/shrubs/trees is prohibited around the monuments or flush markers.
- Vigil lights and vigil light holders with candles are not permitted on grave sites at any time and will be removed by the cemetery personnel.
- No solar lighting is allowed.

TREES AND SHRUBS

Planting of trees and shrubs must require pre-approval from the parish cemetery authority. Planting is designated by the Guardian Angels Cemetery Grounds Master Landscaping Plan.

Individual owner(s) is (are) prohibited from purchasing and planting trees or shrubs on or near their grave lots.

In the event trees or shrubs planted prior to these rules and regulations by family members or friends of the owner of burial right and situated on any grave, by reason of their roots, branches or otherwise, become detrimental to adjacent graves or paths, obstruct the clear view of monuments or other forms of memorialization, or become unsightly or inconvenient and hazardous to visitors or employees of the cemeteries, the parish cemetery authority has the right to enter upon the grave or lot and remove, repair or otherwise remedy the condition.

Curbing, fencing, hedging, borders or enclosures of any kind is prohibited around any grave(s) and no walks shall be allowed on any grave(s). The cemetery authority reserves the right to remove it if erected, planted or placed.

DECORATIONS AND FLOWERS

Decorations and flowers, regardless of the season, are always welcome. Such decorations and flowers may be removed prior to mowing, or sooner if, in the judgment of the parish cemetery authority, they fade, wither or become unsightly.

When family members or their designated representatives undertake appropriate grave maintenance, hand trimming grass around memorials or monuments, weeding, or flower pruning, they are responsible for immediate removal of all rubbish created by them in the execution of their care or maintenance to such places of deposit - bins are available for rubbish on the cemetery grounds.

Potted plants may be placed in pot holders in the monument row and shall be watered and maintained by the person placing the plant. If floral tributes become unsightly they will be removed by the cemetery authority.

Flower stands, pot-holders, and shepherd hooks must be located in the monument row. Shepherd hooks cannot exceed 5 feet in height. One Shepherd hook or planter stand/holder per plot.

Wreaths may be placed from November 1 through April 1. These items will be removed during spring clean-up.

Depending upon seasonal weather conditions, general cemetery clean-up takes place during the early spring and early fall each year. During this time, all grave decorations are removed from graves so that a thorough clean-up of the properties can take place. Notifications of these clean-up times are communicated in the parish bulletin. Owners of the lots are requested to remove all floral tributes (live or artificial) prior to the clean-up date or they will be removed by the cemetery personnel at time of the semi-annual clean up.

MEMORIAL WORK

- RULE 19 All graves require a memorial (monument or marker).
- RULE 20 Monuments or markers must be installed by registered monument companies.
- RULE 21 Lot owners may have proper memorial work erected on their respective lots. All memorials must have pre-approval of the management prior to placement. All monuments shall be set on foundations built of concrete 4 – 6 inches thick.

Monument sizes and marker sizes allowed:

For Single Plots:

A single grave is 42 - 48 in. wide. The size of the concrete base for a single (42 in. x 12 ft.) plot cannot exceed 40 in. wide, which limits the monument granite base to 36 inches. Monument granite height (tablet with base) cannot exceed 30" tall.

For Double Plots:

A double grave is 84 in. wide; the concrete base for the double lot may not exceed 64 in. concrete base, which limits the monument granite base to 54 inches. Monument granite height (tablet with base) cannot exceed 30" tall.

For Infants and Cremains:

Monuments are not allowed in the infant sections (Garden of Angels and D-infant) and Cremation Section (CrB-1). Only markers are allowed in these sections.

In sections, Garden of Angels and D-infant, markers can be no larger than 20 in. x 10 in. and concrete border is prohibited.

In the cremation section, CrB-1, for single plots marker maximum size allowed is 24 in. x 16 in. Concrete borders are optional, which will limit the marker size to 16 in. x 8 in.

In the cremation section, CrB-1, for double plots marker maximum size allowed is 40 in x 20 in. Concrete borders are optional which will limit the marker size to 30 in. x 12 in.

- RULE 22 All memorials shall be constructed of natural stone. No artificial stone of any kind is permitted.
- RULE 23 A central or family monument is allowed on a set of two or more adjacent lots in the same row.
- RULE 24 Memorials shall be set on the space designated by the cemetery authority.
- RULE 25 A Christian symbol must be inscribed on every memorial. Other epitaphs and symbols on memorials should be in the spirit of the Roman Catholic Church and in keeping with the design and size of the structure.
- RULE 26 Photo ceramic memorial portraits or other reproduction of photographs on permanent material may be affixed to a flush ground memorial, or upright monument. The cemetery authority must approve the method of attachment. All

memorial portraits on flush ground memorials must be set recessed into the stone. Covered or hinged memorial portraits are not permitted.

Memorial etching may be used on flush or upright memorials, providing the artwork meets all criteria and must be submitted to the cemetery authority for approval prior to the commencement of the work. The cemetery authority reserves the right to reject any memorial design, material or construction method that does not meet its standards.

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| RULE | 27 | Workmen employed in placing or erecting memorials and other structures, or bringing in materials shall operate as independent contractors, but must do so with permission of the cemetery authority. |
| RULE | 28 | The right is reserved to the cemetery authority to refuse to permit such work, unless the grounds are thoroughly settled and in good condition. |
| RULE | 29 | No memorials may be delivered or installed between November 1 and April 15 without permission of the cemetery authority. |
| RULE | 30 | Guardian Angels Church Cemetery reserves the right to stop all work of any nature, whenever, in its opinion, proper preparations have not been made; or when tools and machinery are insufficient or defective; or when work is being executed in such a manner as to threaten life or property; or when the monument dealer has been guilty of misrepresentation; or when any reasonable request on the part of the management; or when work is not being executed according to specifications; or when any person employed on the work violates any rule of the cemetery. |
| RULE | 31 | At each grave and/or adjoining grave only one grave marker will be permitted except in the case of infant interment or cremated remains. All markers must be one piece and set level with the ground. |
| RULE | 32 | All markers set level with the ground must be not less than four inches or more than six inches in thickness, with level or sawed bottom. All lettering or carving on markers must be sunk or incised. |
| RULE | 33 | Markers must be placed at the end of the grave farthest from the base of the monument if both monument and markers are being used, and all inscriptions shall read from the foot of the lot. |
| RULE | 34 | Crosses or other grave markers of wood, iron, cement or any like material are strictly prohibited, except the standard bronze insignia provided for the graves of veterans. |
| RULE | 35 | When any memorial work has been set in place, it shall not be removed without due process of law or written permission of the cemetery authority. |

COMPUTER SOFTWARE

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| RULE | 36 | When data has been entered into CIMS, and this data differs from paper documents a resolution of the differences will be made by the parish cemetery authority. |
| RULE | 37 | eCIMS will respect privacy issues. |

SPECIFIC TO COLUMBARIUM

Columbarium niches are sold as single or double. The cost includes open/close and a marker, name and year of birth(s) and death(s). The perpetual care fee is due at time of purchase. The marker will be placed on the columbarium niche shortly after the time of purchase with name and known dates. The year of death will be placed shortly after the time of inurnment.

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| RULE | 38 | Only one urn may be placed in a single niche. Up to two urns may be placed in a double niche. |
| RULE | 39 | The size of the urn or permanent vessel may not exceed 10 inches in any direction. |
| RULE | 40 | Fresh flowers placed at time of inurnment will be removed at time of the next mowing or if they become unsightly. |
| RULE | 41 | Fresh/artificial flowers, or any other decorations, potted plants or memorial wreaths, are not allowed in the columbarium area unless placed by the cemetery authority. |
| RULE | 42 | Flowers, trees, shrubs and brick paths around and near the columbarium will be placed according to parish cemetery master landscape plan. No plantings may be done by individuals. |
| RULE | 43 | Placing items on the granite face of the niche is not allowed. |

CONTRIBUTIONS AND DONATIONS

Funds may be made contributed/donated to the Landscape Fund, which will be dedicated for the Parish Cemetery Master Landscape Plan of both the columbarium area and the cemetery grounds.
