

**Brookside Memorial Park 72 Hour Notice**  
13747 Eastex Freeway \* Houston, TX 77039 \* 281-449-6511-Ph \* 281-449-8425-Fx

In compliance with the Rules and Regulations of the cemetery this is to serve as your notice that the cemetery has confirmed that the proper Foundation and Setting Application Contract has been received and all allied charges have been paid for the installation of a Monument / Marker / Memorial as shown below:

Name of Deceased: \_\_\_\_\_

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

Location of Monument/Marker/Memorial Lot: \_\_\_\_\_ Sec: \_\_\_\_\_ Space(s): \_\_\_\_\_

Monument Dealer notified by: \_\_\_\_\_ Date: \_\_\_\_\_

Your authorization level is indicated below:

☐ Marker Stake Out - Site will be staked and you are authorized to install marker or memorial in compliance with the cemetery's specification once we receive the 72 hours notice indicating the date you will be bringing in the marker or memorial for installation.

☐ Marker Drop Off –Please send 72 hour notice indicating date that you will be dropping off the marker or memorial for our Cemetery maintenance crew to install.

☐ Foundation Stake Out – Site will be staked out and you are authorized to excavate, form and set steel for foundation once we receive the 72 hour notice. Forms must be approved by the cemetery before further work is accomplished. Please notify our office when forms are ready for inspection at 281-449-6511. Once Cemetery Maintenance has approved forms you are authorized to pour monument foundation. Foundation must cure for a minimum of 72 hours prior to installation of monument.

☐ Monument Setting – Please send 72 hour notice indicating date that you will be installing monument so we can verify the foundation has had time to cure.

☐ OTHER \_\_\_\_\_

Please notify the cemetery of your intended date to come to our cemetery to do one of the following items above by completing the information below and faxing form as shown:

I will install / drop off the Monument/Marker/Memorial reference above on \_\_\_\_\_ and attest by my signature that I have complied with the Rules, Regulations and specifications as set forth by Brookside Memorial Park Cemetery.

Monument Dealer: \_\_\_\_\_ Representative: \_\_\_\_\_

Memorial Division Received: \_\_\_\_\_  
Date & Time

Stake Out By: \_\_\_\_\_ Date \_\_\_\_\_ Verification By: \_\_\_\_\_ Date \_\_\_\_\_