

Greenlawn Memorial Park  
3900 Twin City Highway, Groves, Texas 77619  
Phone: 409-962-8448 Fax: 409-962-5327

## Staking & Setting Application

### Memorial Installation Fees Item Code and Price for Vendors

	HMIS Code	Cost
Ledger Installation	SIMLGIN	\$1,795.00 _____
Bench Installation	SIMBHIN	\$895.00 _____
Companion Marker Installation - Upright	SIMCMIU	\$895.00 _____
Companion Marker Installation	SIMCOM	\$695.00 _____
Single Marker Installation - Upright	SIMSMIU	\$695.00 _____
Single Marker Installation	SIMSNG	\$495.00 _____
Marker Inspection & Layout Fee	XSRMSRVC	\$150.00 _____

### Processing Fees

	HMIS Code	Cost
Ledger, bench, companion upright (>\$500)	DOCPROCF	\$195.00 _____
Single upright, all flat and staking fees (<\$500)	LIMPROCF	\$50.00 _____

Property: Section \_\_\_\_\_ Lot \_\_\_\_\_ Row \_\_\_\_\_ Space \_\_\_\_\_

**\*\*Diagram or picture of monument/marker must be attached, including COMPLETE inscription.**

### ALL MONUMENTS/MARKERS MUST BE CENTERED ON THE PROPERTY

BASE: Material \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Finish \_\_\_\_\_

DIE: Material \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Finish \_\_\_\_\_

VASE: Material \_\_\_\_\_ Diameter \_\_\_\_\_ Height \_\_\_\_\_ Finish \_\_\_\_\_

The undersigned lot owner and/or legal representative, together with the monument dealer, hereby declare that the above information is correct and agree to abide by the Rules and Regulations of Greenlawn Memorial Park, and Greenlawn Memorial Park is hereby authorized to remove the monument/marker at the expense of the monument dealer and lot owner if the memorial or monument does not meet the standards as approved by the cemetery management. Greenlawn Memorial Park cannot be responsible for misunderstandings that occur between monument dealer and customers. The above stated monument/marker cannot be set unless the property is paid in full. Greenlawn Memorial Park is hereby released from any and all liability in connection with any damages whatsoever that may be sustained now or hereafter by any memorial, monument or marker set in this cemetery.

I have read the Rules and Regulation of Greenlawn Memorial Park.

Monument Dealer Name & Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Date of Death

\_\_\_\_\_  
Deceased's Name(s) on Monument

\_\_\_\_\_  
Dealer Rep (Print Name, Sign & Date)

\_\_\_\_\_  
Lot Owner (Print Name, Sign & Date)

\_\_\_\_\_  
Property Owner (Print Name, Sign & Date)

### OFFICE ONLY

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Effective December 19, 2022

GREENLAWN MEMORIAL PARK  
ATTN: Marker Desk  
3900 Twin City Highway  
Groves, TX 77619  
Phone: 409 962-8448  
Fax: 409 962-5327  
Email: Karen.Savoie.dignitymemorial.com

Procedures for Monument/Marker Staking or Setting Application:

Email, Mail or fax application to Greenlawn Memorial Park

Please include all signatures, diagrams and forms requested. If vendor is setting the marker, please include proof of liability insurance.

After application is approved, it will be emailed, mailed or faxed back.

Please make arrangements for payment.

Email, Mail or fax Notice of Intent to Install at least 3 days from coming to install.

Greenlawn will not stake a site or install a marker until all of the above procedures are completed.

Please let Greenlawn know if you have any questions.



# Greenlawn Memorial Park

## Rules and Regulations

In keeping with the overall plan and nature of Greenlawn Memorial Park, the following policies have been established.

Placement of fresh cut and artificial flowers in permanent bronze or granite vases is allowed year round.

Any new planting of trees, shrubs, flowers or other plantings will be permitted only with the approval of the management.

Glass or ceramic containers are not permitted.

Signs or wooden boards are not allowed.

Granite chips, gravel, brick, stone, cement or other artificial material is not permitted on any lot or around family memorials or grave markers.

No decorations are allowed in cemetery trees.

All grave decorations including, but not limited to, concrete planters, plant stands, stuffed animals, candles, crosses, statuary, figurines, pole planters, shepherd hooks, lights (solar or other), rocks, bird feeders, large flags, plants in or left on the ground, or other ornamentals will be removed.

All flowers will be removed when their appearance becomes unsightly. Wilted or sun faded floral arrangements will be removed and discarded.

Any decoration interfering with the normal maintenance of the cemetery will be removed.

Floral stands, wreaths, baskets and other floral tributes which are part of the floral offering at the time of the interment will remain until wilted and then will be removed.

Only flower arrangements that fit within the bronze mausoleum vases are allowed on mausoleum fronts and niche plates. All items not in mausoleum vases will be removed and discarded.

All decorations will be removed March 1<sup>st</sup> each year for general clean-up.

### HOLIDAY REGULATIONS:

Potted plants, wreaths, baskets, easels and flags will be allowed 7 days preceding until 7 days after the holiday periods of Labor Day, Valentine's Day, Easter, Mother's Day, Memorial Day and Father's Day. Christmas wreaths are permitted from November 15<sup>th</sup> through March 1<sup>st</sup> at which time everything will be removed and discarded.

## **GREENLAWN MEMORIAL PARK**

### **Guidelines for Outside Vendors**

**Effective July 1, 2022**

#### **Vendor Guidelines:**

All vendors entering Greenlawn Memorial Park must sign in at the office.

All vendors must wear hard hats and eye protection while working in the Cemetery.

No persons, other than the duly authorized employees of the Cemetery, will be allowed to perform any work within the cemetery without written authorization issued by the Cemetery management.

#### **Monument Guidelines:**

**Monument/Markers are determined by the property description.**

All monuments/markers must not exceed the 40" wide by 96" long plot size, unless noted in this document. They are listed below.

Baby land markers must not exceed 36" x 24" and 24" tall.

Eternal Peace (36), Garden of Disciples (137) and Garden of Azaleas (37) must not exceed 42"x 96". Due to the layouts of these sections, you will need to contact the Marker Desk to determine if the monument/marker will be upright or flat.

Garden of Ascension (19) and Garden of Jesus (33) are only flat bronze markers on granite bases. All vases must be bronze. There is a small section of 33 that will allow upright monuments. You will need to contact the Marker Desk to determine.

Garden of Last Supper (24), Garden of Devotion (26), Garden of Roses (28) and Garden of Gospels (29) allows only flat bronze on granite base or flat granite markers. No uprights are permitted.

Vases must be attached to monument/markers and be made of granite or bronze. No plastic or concrete vases are permitted.

Benches must be made of granite. No concrete, wood, marble, stone or metal benches are permitted. Bench placement is subject to cemetery management approval. All ledgers require concrete.

All interment right must be paid in full before any memorial can be placed on the property.

Greenlawn Memorial Park will not be responsible for the cost of replacing concrete bases. Granite must be used for all monument bases.

A complete list of all Rules and Regulations are available in the Cemetery office.



## GREENLAWN MEMORIAL PARK

ATTN: MARKER CLERK  
3900 TWIN CITY HIGHWAY  
GROVES, TX 77619  
PHONE: 409-962-8448  
FAX: 409-962-5327

### 72 HOUR NOTICE OF INTENT TO INSTALL:

IN COMPLIANCE WITH THE RULES AND REGULATIONS FOR INSTALLATION OF  
MEMORIALS IN GREENLAWN MEMORIAL PARK, CONSIDER THIS AS WRITTEN  
NOTICE OF INTENT TO INSTALL A MEMORIAL FOR:

DECEASED NAME: \_\_\_\_\_

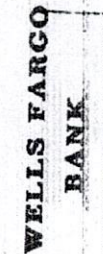
SECTION: \_\_\_\_\_ LOT: \_\_\_\_\_ SPACE: \_\_\_\_\_

ARRIVAL DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

\_\_\_\_\_  
MEMORIAL DEALER

\_\_\_\_\_  
DATE

NOTE: THIS FAX MUST BE RECEIVED **72 HOURS** BEFORE ARRIVAL IN  
GREENLAWN MEMORIAL PARK. PLEASE CHECK IN WITH  
THE OFFICE BEFORE BEGINNING INSTALLATION.



Grass markers only	16, 24, 26, 28, 29
Bronze markers only	19, 31 (left of mausoleum), 33
Grass or beveled markers only	1, 11
Upright markers only	23
Any type markers	all other sections

