



January 6, 2021

EARTHTMAN RESTHAVEN CEMETERY
13102 NORTH FREEWAY
HOUSTON, TEXAS 77060

RE: Earthman Resthaven Funeral Home and Cemetery – Memorial Settings

To Whom It May Concern,

We previously provided our vendor packet to you. As a friendly reminder, please review the following, non-exhaustive, requirements for installing Memorials in our Cemetery:

- Please provide a current copy of your certificate of insurance for our records;
- Before approval by the Cemetery, any fees must be paid in full.
- Before approval, the Memorial application must be completed and signed by the Cemetery interment right owner.
- Please present proof of Cemetery approval prior to installation of the memorial.
- **The Cemetery will communicate with you and not directly with your customer.** Please advise your customers to not reach out to the Cemetery directly regarding the memorial.
- Please only remit payment on behalf of your customer. Payment should not come from the customer directly to the Cemetery.
- We require a 72 hour notice prior to flagging and setting of the memorial, and the Cemetery will set the date and time for the flagging and setting.

Please reference the previously provided vendor packet for the additional guidelines.

Your anticipated cooperation is appreciated.

Sincerely,

Jessica Amensen

Jessica Amensen
General Manager

MEMORIAL SETTING APPLICATION

EARTHMAN RESTHAVEN CEMETERY

13102 North Freeway, Houston Texas 77060 Phone: 281-443-0063 Fax: 281-443-7846

Memorial Dealer: _____

Contact: _____ Phone: _____ Fax: _____

Name on Memorial: _____

Section: _____ Lot: _____ Space(s): _____

Property Owner Name: _____

Property Owner Signature: _____ Date: _____

The signed hereby represents that they are the Property Owner of the described space(s) and hereby authorize the Memorial Dealer above to install the described Memorial in accordance to Cemetery Rules and Regulations.

Memorial Description

Flush:

Memorial Size: _____ Base Size: _____ Base Type: _____

Description: _____

(Example: Bronze Manufacturer, Granite Color, Internal/External Vase Description and Manufacturer, Unique Features, etc.)

Upright:

Die/Seat Size: _____ Base/Legs Size: _____

Description: _____

(Example: Granite Color, Statuary Description, Bench Style, Vase Sizes and Style, Etchings, Finishing, Unique Features, etc.)

Drawing:

*** Drawing of Memorial carving and lettering must be attached to application ***

Requesting Cemetery (circle): FLAG or INSTALL - \$ _____ Est. Install Date: _____

Memorial Dealer must provide the cemetery office a 72 Hour Notice of the scheduled day that the memorial will be delivered or installed, then also provide confirmation of memorial installation completion with 24 hours.

Memorial Dealer Signature: _____ Date: _____

The signed represents that they have read and understand the Cemetery Rules and Regulations and hereby acknowledges and agrees to the provisions contained therein and that the above described Memorial is in compliance and that the method of installation will be in compliance.

Cemetery Approval: _____ Date: _____

Office Use: _____

Property Paid

Size Verification

Name Placement

Cemetery Approval

Services Paid

AUTHORIZATION FOR INSTALLATION OF MEMORIAL
(Purchased from 3rd party)

This is to advise of the purchase of a memorial to be installed at _____
 (Name of Cemetery)

in _____ Section _____ Lot _____ Space _____

Purchased from: _____ Name of Memorial Dealer _____

Address _____ City _____ State _____ Zip Code _____

Telephone Number _____ Fax Number _____ Email Address _____ Company Representative _____

MEMORIAL DESCRIPTION

Name on Memorial _____ Date of Birth _____ Date of Death _____

Memorial _____ Memorial Material _____ Manufacturer _____

Base Size _____ Base Materials _____

Metallic contents of bronze alloy: Copper % Tin % Lead % Zinc %

Memorial Type: Design _____ Companion _____ Individual _____
 Border _____ Letter Style _____

Number of scroll(s) to be furnished: with memorial _____ later _____

Memorial to be drilled and tapped for later addition of scroll Yes No

Emblems: Type _____ Size _____ Type _____ Size _____
 Type _____ Size _____ Type _____ Size _____

Other information necessary for proper identification of memorial:

Layout:

The undersigned hereby represent(s) that he, she, or they, is or are the exclusive owner(s) of the Interment Rights described above, and hereby authorize(s) _____ (Names of Installer) to install the above described memorial upon the Interment Rights described herein in accordance with the Rules and Regulations and requirements of the above-referenced Cemetery and agree to indemnify and hold harmless said Cemetery, its agents and employees, against any loss it may sustain in connection with the installation of the memorial authorized hereunder. It is understood that the Cemetery assumes no responsibility for the finish, lettering, accuracy of dates, or emblems, or the omission of same, quality or workmanship of the memorial. It is further understood that the Cemetery shall not be responsible for any error or defects in workmanship in connection with the installation of the memorial.

Each of the undersigned has read and understands the Cemetery's Rules and Regulations and requirements concerning installation of memorials and hereby acknowledges and agrees to the provisions contained therein. It is understood and agreed that should the memorial or installation thereof not comply in full with the Rules and Regulations and requirements of the Cemetery, the deviation shall be rectified to so comply or be removed from the Cemetery within three (3) days of such request.

Interment Right Owner (Print Name) _____	Signature _____	Date _____
Next of Kin (Print Name) _____	Signature _____	Date _____
Memorial Purchaser (Print Name) _____	Signature _____	Date _____
Authorized Cemetery Representative _____	Signature _____	Date _____

72 Hour Notice

Date _____

In compliance with the "Rules and Specifications" for installation at Earthman Resthaven Cemetery, consider this as a written notice of intent for memorial foundation and/or marker or monument for:

Deceased: _____

Lot Owner: _____

Section: _____ Lot: _____ Space(s): _____

*Monument Foundation or Stakeout: \$ _____

*Marker Stakeout or Setting: \$ _____

*Corner Post Foundation and Setting: \$ _____

I will arrive on _____ for the installation.

Day

Date

Time

This form is only a 72 hour notice that has to be sent into Earthman Resthaven Cemetery. We also inquire that all deliveries be inspected at Earthman Resthaven before entering the cemetery.

Received:

Date

Monument Dealer

By

Representative

SEND THIS NOTICE TO:

Marker Desk

Earthman Resthaven Cemetery

Ph: 281-443-0063 Fax: 281-443-7846



Pricing List For Stake Out and Installation Of Memorials

Stake Out Fee: \$195.00

(This includes a marker, bench, monument, ledger.)

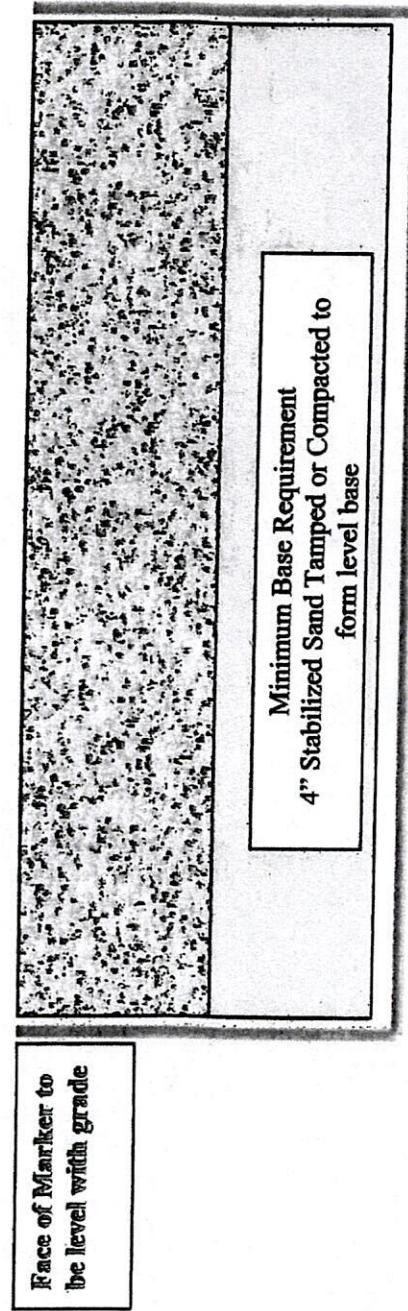
Single Marker Installation Fee: \$395.00

Companion Marker Installation Fee: \$695.00

Bench, Ledger, and Monument Installation Fee: \$1395.00

Houston Market Cemeteries
Marker setting requirements
Effective July 1, 2008

Grass-level markers and memorials are to be installed in an excavation matching the length and width dimensions of the marker. Earth formed excavation should be the thickness of the marker plus (+) four (4) inches and filled with tamped or compacted stabilized sand mixture with cement/sand ratio of at least 1 part dry cement to 2 parts masonry sand. Dry installations are required.



MATERIAL SPECIFICATIONS:

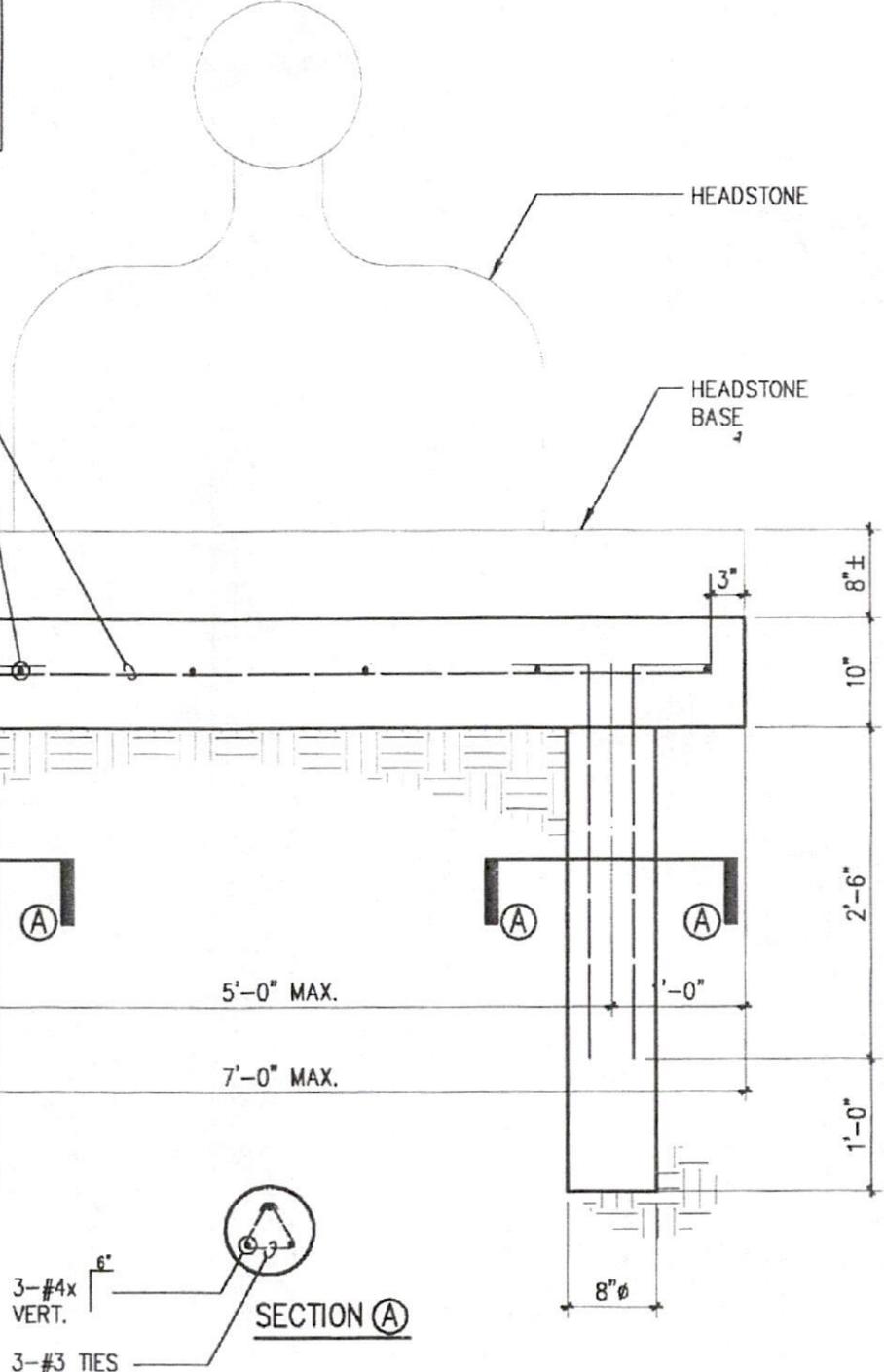
CONCRETE: 5-SACK MIX
 28-DAY COMPRESSIVE
 STRENGTH = 2,500 PSI
 F_E. STEEL: ASTM A615, GRADE 60
 (F_y=60,000 PSI)

TYP. PAD REINF.

3-#4 LONGIT.
 #3 @ 18" MAX TRANSVERSE
 (LENGTH = HEADSTONE
 WIDTH LESS 4")

FINISH
GRADE

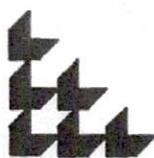
EARTH FORMED
 CAST-IN-PLACE
 CONCRETE PAD
 W/ DIMENSIONS
 TO MATCH
 HEADSTONE BASE

**DETAIL: HEADSTONE FOUNDATION**

THE INTERFIELD GROUP
CONSULTING ENGINEERS

7660 WOODWAY, SUITE 300
 HOUSTON, TEXAS 77063

TEL. (713) 780-0909
 FAX (713) 780-8550



TITLE
HEADSTONE FOUNDATION

PROJECT
FOREST PARK LAWNDALE, HOUSTON

DATE: 02/13/03 **PROJ #:** 03096.01

DRAWN BY: JH **CHECKED BY:** MFQ

SCALE: 3/4" = 1'-0"

SHEET NO.
SK1
OF 1

Earthman Resthaven Cemetery

Specifications for Memorials, Installations, Decorations and Landscaping

Revised: July 2012

General Information

- 1) All memorials shall be constructed of natural stone or of bronze that meets the requirements of the Cemetery and has been approved by the Cemetery. No artificial stone of any description, metal or concrete will be permitted.**
- 2) Only one memorial will be permitted on a grave, crypt or niche.**
- 3) Photographic likenesses, meeting the requirements of the Cemetery, will only be allowed on the die of a monument, bench, crypt front or niche front.**
- 4) Photographic likenesses placed on a flush memorial are the responsibility of the Owner.**
- 5) Cenotaph memorialization is permitted with prior approval from the Cemetery. In such instances, an additional epitaph is required to indicate clearly that the memorial is placed at a site where no interment has occurred.**

Memorial Placement Location

- 6) Memorial placement information for each Cemetery section is available in the office of the Cemetery, including standard characteristics and typical lot details for each plot in the Cemetery. The memorial placement must be set within the uniform lines prescribed by the Cemetery.**
- 7) All upright memorials shall be placed in the designated monument privilege easement. The monuments shall not be placed within eighteen (18) inches of the edge of the plot or within three (3) feet of another monument on the plot.**

45) All flush memorials shall be set flush with the level of the turf so that they will not be damaged by mowers or other maintenance equipment.

46) All flush bronze memorials shall be placed on a granite base at least four (4) inches thick or a concrete base at least four (4) inches thick.

47) All flush memorials shall be placed with one concrete pier for every two (2) feet of memorial length. A pier must be six (6) inches in diameter and have a depth of one (1) foot.

48) All upright memorials shall be placed on an eight (8) inch slab of concrete with one pier for every two (2) feet of memorial length. A pier must be six (6) inches in diameter and have a depth of one (1) foot. The slab shall be level with the turf on the plot.

49) The Cemetery reserves the right to require a stronger foundation for all monuments which, in the judgment of the Cemetery, require such.

50) The Cemetery reserves the right to require dowel pins in all monuments which, in the judgment of the Cemetery, require such. The dowel pins shall be constructed of stainless steel, copper or bronze and must be a minimum of three quarters (3/4) of an inch in diameter and eight (8) inches in length. Monuments over four (4) feet in height shall require a dowel pin.

Landscaping

51) Planting privilege is allowed in the monument privilege plots. Planting is permitted within eighteen (18) inches of a monument base and shall be maintained by the owner. Small artificial borders for the eighteen (18) inch planting area are permitted, but must be maintained by the Owner. A monument shall have plantings only on the side(s) of the die(s) that face the plot of the Owner.

52) A tree approved by the Cemetery may be planted in the center of a grave within a plot. A grave that has a tree planted in its center may not contain an interment or be used for an interment.

53) A tree approved by the Cemetery may be planted in a Cemetery easement with approval of the Cemetery. All applicable Cemetery fees relating to the use of a Cemetery easement for a tree must be paid prior to the tree installation in the Cemetery unless the Cemetery specifically agrees otherwise in writing. A schedule of the current Cemetery fees is available in the office of the Cemetery.

Flower Receptacles and Decorations

- 54) The Cemetery will permit the use of only one (1) permanent flower receptacle per grave. The flower receptacles shall be of approved materials, designs and size. When not in use, a flower receptacle shall be contained in its own receptacle set wholly beneath the level of the turf. The placement of the flower receptacle must be set within the uniform lines prescribed by the Cemetery, centered immediately above the flush memorial as viewed when reading the memorial.
- 55) The Cemetery will only permit the use of one (1) permanent flower receptacles per crypt or niche. The flower receptacles shall be of approved materials, designs and sizes. The placement of the flower receptacle must be set within the uniform lines prescribed by the Cemetery.
- 56) Decoration privilege is allowed in the monument privilege plots. Decorations are permitted within eighteen (18) inches of a monument base and shall be maintained by the owner. Small artificial borders for the eighteen (18) inch area are permitted, but must be maintained by the Owner. A monument shall have decorations only on the side(s) of the die(s) that face the plot of the Owner.
- 57) The Cemetery will remove all decorations not placed within the eighteen (18) inches of a monument base, not within a permanent flower receptacle and decorations that do not conform to the Cemetery Rules and Regulations on a schedule based on the judgment of the Cemetery. A schedule of the current Cemetery removal dates is available in the office of the Cemetery.

Section Specific Memorial Regulations

Section 4 Urn Garden

36) Flush individual Section 4 Urn Garden memorials shall be constructed of bronze and must be eight (8) inches in length and four (4) inches in width.

Section 19 Serenity Terrace Lawn Crypts

37) Flush individual Section 19 Serenity Terrace Lawn Crypt memorials shall be constructed of bronze and must be twenty four (24) inches in length and fourteen (14) inches in width on a granite base that is twenty eight (28) inches in length, eighteen (18) inches in width and four (4) inches in thickness.

38) Flush double-depth companion Section 19 Serenity Terrace Lawn Crypt memorials shall be a constructed of bronze and must be sixteen (16) inches in length and twenty four (24) inches in width on a granite base that is twenty (20) inches in length, twenty eight (28) inches in width and four (4) inches in thickness.

39) The placement of two or more names on a double-depth Section 19 Serenity Terrace Lawn Crypt memorial must be aligned vertically.

40) All granite bases in Section 19 Serenity Terrace Lawn Crypts shall be of a color approved by the Cemetery.

41) An external flower receptacle shall not be permitted on a Section 19 Serenity Terrace Lawn Crypt grave.

Babyland Sections

42) In all Babyland sections, memorials shall not exceed twenty four (24) inches in length and fourteen (14) inches in width.

Section 22 Brick Estates

43) In the Section 22 Private Estate Garden, upright memorials may not exceed the height of the existing brick wall.

Memorial Installation and Foundation

44) Memorials that are not installed according to the Cemetery Rules and Regulations are the responsibility of the Owner.

Flush Individual Memorials

- 8) Flush infant memorials shall not be less than twenty (20) inches in length and ten (10) inches in width. Flush infant memorials shall be at least four (4) inches in thickness.
- 9) Flush granite individual memorials shall not be less than twenty four (24) inches in length and twelve (12) inches in width. Flush granite memorials shall be at least four (4) inches in thickness.
- 10) Flush granite individual memorials larger than fifteen hundred (1,500) square inches shall not be less than six (6) inches in thickness.
- 11) Flush bronze individual memorials shall not be less than twenty four (24) inches in length and twelve (12) inches in width. When installed with a granite base, the flush bronze memorial must be securely mounted on granite bases at least four (4) inches larger in length and width than the bronze to allow for a two (2) inch margin around the bronze memorial.
- 12) The placement of two or more names on a companion memorial embracing one grave must be aligned vertically.
- 13) Flush individual memorials larger than twenty eight (28) inches in length and thirty six (36) inches width shall not be permitted without approval from the Cemetery.

Flush Companion Memorials

- 14) Flush granite companion memorials shall not be less than forty four (44) inches in length and thirteen (13) inches in width. Flush granite memorials shall be at least four (4) inches in thickness.
- 15) Flush granite companion memorials larger than fifteen hundred (1,500) square inches shall not be less than six (6) inches in thickness.
- 16) Flush bronze companion memorials shall not be less than forty four (44) inches in length and thirteen (13) inches in width. When installed with a granite base, the flush bronze memorial must be securely mounted on granite bases at least four (4) inches larger in length and width than the bronze to allow for a two (2) inch margin around the bronze memorial.
- 17) The placement of two or more names on a companion memorial embracing two or more graves must be aligned horizontally.

18) Flush companion memorials larger than six feet four (64) inches in length and twenty four (24) inches width shall not be permitted without approval from the Cemetery.

19) Flush companion memorials that embrace more than two graves shall not be permitted without approval from the Cemetery.

Upright Memorials

20) An upright monument expect as otherwise covered below shall have a base no smaller than four (4) feet in length, one (1) foot in thickness and six (6) inches in height, with a die no smaller than three (3) feet in length, six (6) inches in thickness and twenty (20) inches in height. The maximum thickness of the base of a monument shall be twenty-four (24) inches.

21) A wing design monument shall have two (2) wing dies that are each no smaller than sixteen (16) inches in length, six (6) inches in thickness and twenty (20) inches in height. The two wing dies must each abut the ends of a plinth. The plinth shall be no smaller than eighteen (18) inches in length, eight (8) inches in thickness and six (6) inches in height.

22) A cap design monument shall have two (2) wing dies that are each no smaller than sixteen (16) inches in length, six (6) inches in thickness and fourteen (14) inches in height. The two wing dies must each support the ends of the cap. The cap shall be no smaller than four (4) feet in length, six (6) inches in thickness and eight (8) inches in height.

23) The wash area of a monument, the top of the base that is not covered by the die(s), shall be a minimum of three (3) inches on each side of the die and in the front and back of the die.

24) A monument shall have carving only on the side(s) of the die(s) that face the plot of the Owner.

25) A monument base shall not have a polished margin greater than two (2) inches on any side. All polished monument bases are the responsibility of the Owner.

26) A vase that is set on the base of a monument shall be no smaller than ten (10) inches in height and four (4) inches in circumference.

27) Special monument designs must be approved by the Cemetery prior to manufacturing.

Bench and Cornerpost Memorials

- 28) All bench memorials shall be constructed of natural stone approved by the Cemetery. A bench memorial shall be no smaller than three (3) feet in length, four (4) inches in thickness and one (1) foot in width. Bench memorial supports shall be no smaller than one (1) foot in length, four (4) inches in thickness and one (1) foot in width.
- 29) A bench memorial may be placed in the center of a grave within a plot or in a monument privilege easement as a monument. A grave that has a bench memorial installed may not contain an interment or be used for an interment.
- 30) A bench memorial may be placed in a Cemetery easement with approval of the Cemetery. A bench placed in a Cemetery easement may not have birth or death dates or be designed to indicate the bench is placed at the site of an interment. All applicable Cemetery fees relating to the use of a Cemetery easement for a bench must be paid prior to the bench installation in the Cemetery unless the Cemetery specifically agrees otherwise in writing. A schedule of the current Cemetery fees is available in the office of the Cemetery.
- 31) Corner posts shall be of granite or bronze on granite, placed flush with the ground. Granite corner posts shall be eight (8) inches in length, eight (8) in width and four (4) inches in thickness of. Bronze corner posts shall be six (6) inches in length and six (6) inches in width with a granite base of eight (8) inches in length, eight (8) in width and four (4) inches in thickness. Corner posts shall be placed on the corner of the plot so that they abut on the adjacent plots.

Mausoleum and Niche Memorials

- 32) Individual mausoleum memorials shall be constructed of bronze that are at least eighteen (18) inches in length and three (3) inches in width.
- 33) Companion mausoleum memorials shall be constructed of bronze that are at least eighteen (18) inches in length and five (5) inches in width.
- 34) Niche memorials shall be constructed of bronze that are at least eight (8) inches in length and four (4) inches in width.
- 35) Individual mausoleum memorials, companion mausoleum memorials and niche memorials must be set within the uniform lines prescribed by the Cemetery.