

UPRIGHT MONUMENTS AND MEMORIALS

GUIDELINES FOR MONUMENTS: Property owners have the right to install on their property any monument which complies with the Rules and Regulations of the cemetery.

Because of the extensive detailed regulations enforced by the Cemetery in the control of the placement, design and material of monuments, memorial dealers and lot owners are required to submit plans and specifications. Written approval to the Cemetery before entering into any contract of sale, or purchase or placement with any person or firm.

The cemetery reserves the right to prohibit placement of memorial and to remove or to require removal of any monumental work or marker which, in the opinion of the management, is offensive or inappropriate because of material, design, workmanship, size or location or which may interfere with the uniformity of the surrounding property. The cemetery will not be liable for any removal of this nature.

No monument may be placed on any lot smaller than two continuous side by side spaces in monument approved areas.

Monuments must be set in the center of the lot, the above stipulations will be enforced unless written approval is obtained from the Cemetery by the proper person in charge of the lot.

All charges for memorial installations and foundations will be determined by the Cemetery and are to be fully paid in advanced.

MATERIAL AND CONSTRUCTION OF MONUMENTS: Monuments must be granite of recognized high-grade containing no discoloration, flaws, weak spots or artificial coloring. Gold leafing, paint, coloring, enameling, lacquering, gilding, bronzing, highlighting, application of shadow paints or any other artificial coloring on letter or other parts of the memorial are not permitted. Reproductions of a photograph on glass, porcelain or other material attached to a memorial are also not permitted.

SIZES OF AND SPECIFICATIONS FOR MONUMENTS AND MEMORIALS:

MONUMENTS: The base (the bottom portion of the monuments which rests on ground level and supports the upright portion of the monuments) must be a minimum of **56"X14"X8"**. The maximum base size is **72"** and width will not exceed **24"**. All bases must be finished in rock-pitched (rough, rock-like) texture on all four sides. The top of the base should be finished with a steeled ("frosted" effect), axed (semi-rough) or polished (smooth) textured. The bottom of the base should be flat. A maximum of a 2" margin will be allowed on the top of the base. The die (upright portion of the monument) should be a minimum of **44"X8"X26"**. Maximum die height is **36"**. The front and back of the die must be finished in steeled, axed or polished texture. Name and date panels are permitted on the die with the following guidelines:

The wash (the area on the base between the edge of the base and the die) must be a minimum of **6"** at each end and **3"** in the front and back.

Monuments with a rustic or rock-pitched finish (rock-like texture which may have jagged or protruding parts) must be approved by the cemetery.

The cemetery reserves the right to require bronze dowel pins in all monuments which, in the judgement of the superintendent, should have same.

VASES: All vases must have polished, axed or steeled finishes and must be placed so that no part of them are less than 2" from the edge of the monument base. Vases must be drilled for drainage through the monument base or have weep-hope drainage provided.

Vases must be of the same material as the memorial.

STATUARY: Statues, if approved by the cemetery management, may be placed on estate lots in the cemetery. The minimum height of the statue part of the monument is 4', the minimum overall height, including bases and/or pedestal, is 5'8" (base-relief and busts not included). Must be pinned.

CROSS MONUMENTS: Statues, if approved by cemetery management, may be placed on estate lots in the cemetery. The minimum size of the cross part of a cross monuments is 4'6"X8"X8". The minimum overall height, including bases and/or pedestal is 5'8".

BENCH MEMORIAL: All standalone benches must be of Carrera white marble material with an approved ornamental design. Benches can be placed only on areas approved by cemetery management. The minimum size for a bench memorial is, Seat: 60"X18"X4". All spaces must be occupied.

INDIVIDUAL, DOUBLE AND PLAQUE MEMORIAL: Must be of good standard bronze. Bronze memorials must be mounted on a granite.

FOUNDATIONS: Foundations will be of concrete and at least as large as the base of the structure to be erected and to a depth necessary to support the structure. Size and depth requirements for larger monument foundations will be furnished by the cemetery upon request. A minimum three sack concrete mix is to be used on all foundations.

Foundations for all monument work will be installed at the property owner's expense. All upright monuments will be set by the monument dealer. All grave markers will be set at the property owner's expense.

INSTALLATION OF MONUMENTS, MEMORIALS, FOUNDATIONS AND

MARKERS: No monument work of any kind will be done or placed on a lot unless written authorization from the property owner or his legally appointed representative is obtained, the plans have been submitted to the Cemetery office for approval and a permit for the installation has been obtained from the Cemetery Office. This rule applies to cutting inscriptions, cleaning of memorial work, settings and to the installation or removal of anything from a lot. All dealers shall carry \$1,000,000 in auto liability insurance, \$1,000,000 in comprehensive liability insurance, workman's compensation, \$500,000 in employer's liability insurance and a cemetery compliance bond of \$1,000. Proof of such coverage shall be presented to Brookside before any work is permitted.

Contractors or their employees will not be permitted to work in the Cemetery on Saturdays, Sundays or legal holidays or before 9:00 a.m. or after 4:00 p.m. on weekdays. No monuments may be brought on the grounds on Saturday or the day preceding a holiday, nor on any day when the roads or grounds are in a soft or wet condition. At least four hours' notice shall be given before any installation is to be done.

All orders taken for work and all work done are subject to, and will be done in accordance with, the Rules and Regulations of the Cemetery. The Cemetery reserves the right to suspend any work without notice when in the opinion of the management, there is a failure to conform to the Cemetery's Rules and Regulations. Work may also be suspended for other reasons such as: failure to make proper preparation to do the work contemplated, failure to provide efficient tools and machinery, conduct of the work in such a manner as to endanger life or property, failure to comply with any reasonable request of the Superintendent in the conduct of the work, or failure to execute the work according to approved specifications.

Material for erecting work will not be allowed on the grounds until a proper foundation is ready. Contractors should contact the Cemetery office to determine if the foundation is ready before bringing materials onto the grounds.

All erecting work must be done as quickly as possible, and unused material must be removed as the work is completed. Workmen must not scatter material over adjoining lots or leave material on the grounds any longer than absolutely necessary. Ropes or lines must not be attached to trees, shrubs or other objects in the Cemetery. No posts nor anchors may be sunk in the ground. When heavy equipment is to be moved across the lawns, the contractor will take precautions to protect the grass and surrounding plants.

An "inspection fee" for the markers and monument foundations will be charged to the seller/installer in order for Brookside to recover directly incurred costs.

Exposed joints of all monuments must be sealed with setting compound and made perfectly tight.

The cemetery retains the right to specify all compounds to be used; Plaster of paris or lime cannot be used in cement.

All anchors, clamps or dowels must be of copper or standard bronze.