

St. Timothy's Episcopal Church

Memorial Garden Policy

**It is our intent for this garden to be a living memorial
celebrating our hope in the resurrection and our life in the world to come.**

This document provides a set of guidelines and procedures for any person who is to be considered for interment at St. Timothy's Episcopal Church, Greenville, NC.

Eligibility:

- a. Any member of Saint Timothy's Episcopal Church, Greenville, North Carolina is eligible for interment in the Memorial Garden.
- b. Persons who are non-members may be approved for interment upon the recommendation of the Rector in consultation with the Wardens.

Plots, Communal Space and Markers:

Until such time as the plots in our original garden are no longer available, members of St. Timothy's may be interred in a plot of the family's choosing that will be marked with the name of that individual or, when appropriate, with a family surname in expectation of those eligible joining them at a later date. Each marker will include the individual's name, date of birth and date of death, or the surname of the family that plans to continue using this plot. The family may also choose to have a name plate added to the metal plaque that lists those buried in the garden. After all of the plots in our original garden are filled, there will be no more interments in this area except for the immediate family members who choose to share the plot previously designated for their family.

Individuals may choose to be interred in the communal area. Any place of their choosing in the mulched part of the garden is acceptable. A name plate will be added to the list of those buried in the garden. Personal information will be inscribed on the nameplate, which will be mounted on a plaque that is located prominently. All name plates will include the first name, middle name or initial and surname of the interred person on the top line of the marker, and dates of birth and death on the second line. The church will be responsible for having the marker inscribed and all formatting will remain consistent.

The church will maintain detailed personal records on all individuals who are interred and the location of the interment in the garden.

Provisions and instructions for use:

1. Burial rites will be as prescribed by the Rector of Saint Timothy's Episcopal Church, who at his or her discretion may accommodate other burial rites.
2. No cemetery is created: No rights or special privileges are granted to families of those whose ashes are buried, and full right and power is reserved by the Rector, Wardens and Vestry to encumber or sell the church grounds or any portion thereof or to erect buildings on it or any

portion including specifically a provision granting full authority to Saint Timothy's Episcopal Church to exhume and rebury ashes if, for any reason, the burial site should be relocated.

3. Ashes buried in the Memorial Garden may not be removed under any provision other than what is stated here.
4. Funeral Costs: The Church is not responsible for cremation costs, funeral home charges, costs for a container for the ashes or for any special flowers.
5. No container will be buried in the garden. Ashes will be interred directly into the ground.
6. Other Costs: Except for a granite or metal marker purchased for use in our Memorial Garden, there is no cost associated with interment. However, memorial gifts, that will help offset the cost of maintaining the garden, are welcomed and appreciated.
7. Special Consideration: Markers may be provided by the church at the discretion of the Rector.
8. Site Care and Maintenance: The Church will maintain the garden and markers, presenting a clean, dignified appearance at all times. In light of this, statues, pictures, or other items are not permitted in the garden. If cut flowers are left in the garden, they will be removed before they decay.
9. Interment Registry Form: See Attachment 1.
10. Granite Marker Order Form: See Attachment 2.
11. Plaque/Name Plate Order Form: See Attachment 3.

Attachment 1

St. Timothy's Episcopal Church

Registry For Interment in the Memorial Garden

Date: _____

Name of Deceased: _____

Date of Birth: _____

Date of Death: _____

Last known address: _____

Location of Interment: Plot w Granite Marker Communal Area

Name as it will appear on Granite Marker. (If applicable choose one option)

Option one

Option two

<i>First Name, Middle Initial, Last Name</i>	<i>Family Surname</i>

Name for Bronze Plate: _____
First Name, Middle Initial, Last Name

Parishioner Signature: _____

Witness Signature: _____

Attachment 2

St. Timothy's Episcopal Church

Granite Marker Order Procedure

Date: _____

To: Greenville Marble and Granite
2218 Dickinson Ave.
Greenville, N.C. 27834

Phone: 252-756-2168

Orders for Granite Markers are made in person at the above address. A representative will take the order, match font and format, and complete the order form including cost.

A. For a single interment the following information is needed:

- Full Name of Interred for Marker, e.g. Samuel P. Jones, Jr., S. Patrick Jones, etc.
- Date of Birth
- Date of Death

Name	
Date of Birth	Date of Death
Ex. Jan 14, 1949	Nov 3, 2019

B. For single plots that will be used for multiple interments, only the Family Surname is inscribed on the marker. Individual name plates will be placed on the plaque with Full Name and dates of birth and death.

Family Surname

Attachment 3

St. Timothy's Episcopal Church

Name Plate/Plaque Order Procedure

Date: _____

To: International Bronze Plaque Manufacturers & Designers Ltd.
17031 Alico Commerce Court #3
Fort Myers Fl. 33967

Phone: 800-227-8752
Email: Ronni@internationalbronze.com

Plaque Order Number: 59553

Name Plate Order Number: 59554

Orders for Plaques and Name Plates are made via email to Ronni Klein at the above address. She will process the order, match existing font and format, and submit a proof along with the cost for review. Confirm the proof and reply to order.

To order Name Plates, include the following information in the email:

- Church Name
- Order Number for Name Plate
- Name of Interred for Name Plate, e.g. Samuel P. Jones, Jr., S. Patrick Jones, Jr., etc.
- Date of Birth
- Date of Death

Name	
Date of Birth	Date of Death
Ex. Jan 14, 1950	Nov 3, 2019