

Rules and Regulations of the Zion Lutheran Church Cemetery Auburn, MI

The purpose of having and maintaining the Zion Lutheran Church Cemetery of Auburn, Michigan is to provide a resting place for the remains of members of Zion Lutheran Church of Auburn (hereafter referred to as Zion) as they await the day of the resurrection. Because it is not possible for us to know how long we will await that day, the following regulations are adopted for the sake of good order and to allow the caretakers of the cemetery to maintain the cemetery in manner befitting its holy purpose.

- 1) **Cemetery Layout:** The present Zion Lutheran Church Cemetery is divided into three sections. Sections one and two are considered to be the old part of the cemetery; curbing and above ground markers are found in sections one and two. Section three is referred to as the new part of the cemetery. This section includes the area west of the third drive. For a better description, we request you to review the cemetery geographical plan with the Cemetery Committee.
 - a) Burial plots are 4 feet by 10 feet.
 - b) Plots normally contain the remains of one individual, however, two sets of cremated remains may be buried in one plot.
- 2) **Grave Markers and other Adornments:**
 - a) No marker or plaque or other miscellaneous items shall be placed on any grave plot of the ENTIRE Cemetery without first consulting with the Cemetery Committee, for the purpose of understanding the regulations of all markers on any part of the Cemetery.
 - b) Headstones and/or monuments may be used in sections one and two where such grave plots are still available. No above ground headstones, monuments, or permanent shrubbery may be placed in section three. The purpose of this new section is to provide means of maintaining the cemetery in a more respectable manner.
 - c) Flower beds next to the stone or marker can be NO more than 2 feet square. This will allow room to go thru with the mower.
 - d) The date for removal of grave blankets each year will be May 1. Grave blankets are not to be disposed of on church property.
- 3) **Burial Privileges**
 - a) The privilege of a Christian funeral and burial in the cemetery of Zion is not a right. Generally all who die in the Christian faith as members in good standing of Zion Lutheran Church will be allowed to be buried in the cemetery provided that the other conditions for securing a grave plot are observed.
 - b) Under rare or extraordinary circumstances those who are not members of Zion may be granted burial privileges. Such exceptions are to be made with the best interest of the church and its witness to the truth in mind. Such requests must be approved by the majority of Zion's board of Elders. Those who may be granted exceptions are:
 - i) Those who have previously reserved a plot under an earlier version of this policy.
 - ii) Those who are granted a transfer to a church in fellowship with Zion, provided they remain a member in good standing of that church. This request must be made and the plot fees paid prior to the time of the transfer from Zion.
 - c) Forfeiture of Burial Privileges: Those removed from the congregation's membership through excommunication, self-exclusion, affiliation with heterodox church bodies or reasons other than transfer to a church in fellowship with Zion forfeit burial privileges in Zion's cemetery.
 - d) Those who are no longer eligible for burial privileges who have paid fees to reserve a plot may request that the fee paid be returned to them.
- 4) **Plot Selection and Preplanning**
 - a) Arrangements for burial in Zion's cemetery can be made either prior to death by a member or after the death of a member by their immediate family.
 - b) To make arrangements prior to death the following procedure has been adopted.
 - i) Only adult (18 years or older) members of Zion Lutheran Church of Auburn, MI may reserve a grave plot.

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- ii) Each adult member can only reserve one plot.
 - iii) At the time of the reservation the plot fee must be paid in full.
 - iv) Arrangements in regard to the location of the plot and the reservation of the plot are to be made with the chairman of the Zion Lutheran Church Cemetery Committee and/or with the Sexton of the Cemetery.
 - v) The Cemetery committee shall keep a record of all graves and reserved plots of the entire Cemetery. The records of all graves including all reserved plots in the Cemetery are to be kept in Duplicate form by the Cemetery Committee.
 - vi) A plot reservation does not guarantee burial in the cemetery if the other conditions set forth in this policy are not met.
- c) To make arrangements at the time of need a representative of the deceased and/or executor of the estate may make arrangements in regard to the location of the plot and the payment of any fees for the plot with the chairman of the Zion Lutheran Church Cemetery Committee and/or with the Sexton of the Cemetery.
- 5) **Fees:** The following fees have been established concerning the cemetery and services of the Sexton.
- a) Burial plot fee: \$200 per plot.
 - b) Standard burial grave opening and closing fee: \$400 Monday – Saturday, \$500 on Sunday. The fee for grave opening and closing are paid as a part of the Funeral Director's fees.
 - c) Cremation burial: \$200 for each burial of cremation ashes.
 - d) Footings: The cost is 5 cents per cubic inch payable to the sexton.
 - e) Free grave plots will be granted to Pastors and their spouse who have faithfully served the congregation and remained with the synod.
 - f) Fees are to be reviewed annually by the Cemetery Committee and adjusted as needed.
- 6) **Sexton:**
- a) The Cemetery Committee, elected by the congregation of Zion Lutheran Church of Auburn is to employ a sexton for the Cemetery and be responsible that remittances are made for services rendered.
 - b) To ensure uniformity and that work done on the cemetery conforms to the standards of this policy all grave opening and closing, the burial of cremation ashes, and the placement of footings are to be performed by the sexton. No private individual may bury cremation ashes in or on the cemetery. No individual(s) will be allowed to install footings to insure proper placement.
- 7) **Other Rules and Information**
- a) A reserved plot is not the possession of the one making the reservation. Therefore it cannot be sold, willed, exchanged, or transferred to anyone. Those who desire to cancel a reservation or who are no longer eligible to use a reserved plot due to forfeiture of burial privileges may request the return of plot fee. Such requests should be made in writing to the Cemetery Committee in care of Zion Lutheran Church. The amount refunded will be the price that was paid at the time of reservation.
 - b) The Cemetery Committee is responsible to the Board of Trustees of Zion Lutheran Church of Auburn, MI. The Board of Trustees is the legal representative for the Congregational property holdings.
 - c) Realizing that individual cases may arise which do not fall within these guidelines; the Board of Elders will make final decisions with the best interest of the church in mind, document and forward to the cemetery committee.