

**AUTUMN WOODS
MEMORIAL GARDENS, INC.**
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RULES AND REGULATIONS
(SUBJECT TO CHANGE WITHOUT NOTICE)

Purpose

The following rules and regulations have been adopted as a guide to the use and management of the AUTUMN WOODS MEMORIAL GARDENS, INC., herein referred to as “the cemetery.” The rules and regulations will help protect all who have interest here. All owners of interment rights, visitors and contractors performing work within the said property shall be subjected to said rules and regulations, amendments or alterations as shall be adopted by, us from time to time as they are or may be amended.

Definitions in General

The following words, phrases or terms have the following meaning herein:

- a. **Burial**, means the permanent disposition of the remains or cremated remains of a deceased person by being placed in the ground or placement within a niche or crypt.
- b. **Burial right**, means the right of interment a titleholder has to use a plot for burials only.
- c. **Certificate of interment**, refers to the document given by cemetery to an individual(s) giving the right of burial only in a cemetery plot.
- d. **Cemetery plot or plot**, means a grave that the cemetery uses for burial and for no other purpose.
- e. **Marker(s)**, refer to the memorial marker(s), headstone(s), and monument(s), used to indicate the name of person(s) buried in a plot.
- f. **Titleholder**, refers to the person possessing the right to use a cemetery plot for burial of a human body.

- g. **Sexton**, is the person in charge of keeping records, contracts, receiving orders for services to be performed, sales, and customer inquiries.
- h. **Crypt** is a casket space in a mausoleum used for or intended to be used for the entombment of human remains.
- i. **Family Lot** is an area of four (4) lots or more restricted to a group of persons related by blood or marriage.
- j. **Lawn Crypt** is an interment space in the Cemetery that contains a pre-constructed and pre-buried vault or outer burial container capable of holding a casket.
- k. **Memorial** is a monument, tombstone, grave marker, or headstone made of identifying a grave or graves granite, marble, or bronze with inscription identifying a grave space, niche or Mausoleum.
- l. **Monument** is an upright memorial made principally of granite or marble stone consisting of a die ad base.
- m. **Niche** is a space in a mausoleum or columbarium used or intended to be used for the inurnment of cremated human remains.
- n. **Owner(s)** is the person or persons to whom the Cemetery has purchased or has had conveyed a burial right or rights or a person or persons who have acquired such rights by transfer in accordance with the rules of the Cemetery or a person or persons who hold such burial right or rights by inheritance.
- o. **Single grave or grave** is a grave for one person.
- p. **Urn** is a container used to hold cremated remains.
- q. **Green burial** is an area specified by cemetery where a person can be buried without being in a casket or outer burial container.
- r. **Entombment** is placing a casket in a mosdeum crypt.
- s. **Mausoleum** is a structure build to hold casketed remains.
- t. **Columbarium** is a structure built to hold cremated remains.

I. General Conduct in Cemetery

To maintain order and keep the cemetery as a dignified resting place for everyone's loved ones, certain conduct is prohibited. The following is a brief summary of conduct in the cemetery.

- a. **Alcohol:** Cannot be consumed or carried upon premises, nor bringing lunches, refreshments or beverages into a cemetery, or consuming them on the grounds.
- b. **Dogs and Cats,** Domestic animals shall be leashed, and remain on established drives only and their feces immediately removed from the ground. Only service animals are permitted and must be leashed at all times for their safety and for other visitors. Their human is responsible for picking up waste and disposing of it appropriately. Please be respectful and walk along the roads and not everywhere. Dogs, pets, or other domestic animals are not allowed to just roam in the cemetery. Exceptions are made service animals visiting grave sites with family members. In such circumstances, again, it is the animal owner's responsibility to keep the animal always leashed and away from other plots, other headstones, other areas of the cemetery. The Cemetery reserves the right to revoke this exception for animals that disturb the peace or with excessive barking in the cemetery, cause any damage, or are otherwise disrespectful or aggressive behavior. This rule does not apply to certified service animals assisting persons with disabilities.
- c. **Entrance:** No person is permitted to enter the Cemetery but through the gates. No person will be allowed on cemetery property after dark. The Sexton, gate keeper, is charged to refuse admittance into grounds of all improper persons, and those who are known to have at any time caused a disturbance or otherwise transgressed the regulations of the law enforcement will be called when deemed necessary. Closing hours: No person shall be in the cemetery after dusk or before dawn, except authorized persons.
- d. **Destruction/removal of objects:** Cannot move, remove, deface, destroy, etc., any cemetery objects. Do not deface or damage graves or tombstones. All persons are prohibited from touching any object not their own.
- e. **Photography:** We welcome those who wish to photograph our beautiful and historic cemetery. We know that many family members and friends of those interred, along with artistic photographers, enjoy taking pictures of our landscapes, memorials, geological forms, sculptures, architecture, wildlife and horticulture. However, Cemetery also has a duty to protect the privacy of the families of every person interred here. We ask that anyone with an interest in photographing specific memorials and/or gravesites seek the approval of the decedents' families.
- f. **Firearms:** Discharging of firearms is prohibited in and around the cemetery grounds. Cannot discharge a firearm, unless authorized, such as burial service volleys. Example: Veteran Honor Guard Bringing firearms or other dangerous weapons into cemeteries, except by a military escort accompanying a veteran's funeral or attending memorial services, is prohibited.
- g. **Garbage/trash:** Individuals are responsible for properly disposing of trash, spent flowers, containers or other debris in containers provided for that purpose. The throwing of rubbish on the drives or paths, or any part of the grounds, is prohibited. Waste material shall be placed in receptacles, if available, or removed from cemetery grounds.

- h. **Leisure activity:** Cannot camp, picnic, play ball, rollerblade, skateboard, ATV, etc. No recreational use of the cemetery or recreational activities such as Frisbee or sports. Since families grieve here, geocaching or playing augmented reality games is forbidden on Cemetery grounds.
- i. **Noise and behavior:** Loud music or boisterous/profane language that disturbs the quiet and good order within the cemetery is unlawful. It is of the utmost importance that there be strict observance of the proprieties in the cemeteries. All persons within a cemetery should avoid conduct unbecoming a sacred place, such as:
 - a. loud and boisterous talking;
 - b. idling or loafing on the grounds; No peddling, soliciting, or loitering.
 - c. peddling or soliciting the sale of any commodity within a cemetery; and placing signs or notices or advertisements of any kind within a cemetery, Only signs, notices or advertisements placed or approved by cemetery are allowed.
- j. **Children under 18** will not be permitted unless accompanied by parent or guardian.
- k. **Do not use bicycles,** rollerblades, skates, or other recreational modes of transport.
- l. **Do not walk** on freshly covered graves for your safety they may have air pockets and holes underneath what looks like a solid surface.

Glass vase and jars, ceramic and wire holders present a hazard to cemetery workmen and equipment; therefore their use is prohibited. Artificial flowers may be used only if securely fastened to a upright headstone or in permanent vase.

- m. **No permanent benches** or chairs unless approved by management. Glass vase and jars, ceramic and wire holders present a hazard to cemetery workmen and equipment; therefore their use is prohibited. Artificial flowers may be used only if they are securely fastened to a upright headstone or in permanent vase.
- n. **No curbing, fencing, and hedging.** There shall be no individual beds of shrubbery or flowers allowed on the grounds except by special permission. Application for same should be accompanied by a scaled sketch of the proposed planting, indicating the position and names of the plants suggested
- o. **Temporary grave markers** may be placed down. It is preferred that it be metal and flat, not upright. They are subject to the name becoming illegible and unsightly. Also, they can hinder cutting of the grass by possibly damaging mower blades, at such time, it will be removed. We have temporary granite markers available for rental.
- p. **The Cemetery shall not be liable** for any floral piece, basket or other container left at a cemetery after a funeral service.

- q. **All lot owners and visitors within the cemetery and all lots sold shall be subject to said rules** and regulations; and subject further to such rules and regulations, amendments or alterations as shall be adopted by the Cemetery from time to time.
- r. **Special cases may arise** in which the literal enforcement of a rule may impose unnecessary hardship. The Cemetery, therefore, reserves the right to make exceptions, suspensions or modifications of any of these rules and regulations without notice when, in the judgment of the cemetery, such action appears necessary; and such temporary exception, suspension or modification shall in no way be construed as affecting the general application of such rules and regulations.
- s. **It is the duty of the sexton** to see that the rules and regulations are complied with, and it is his/her duty to see that order is maintained and to protect the best interests of the cemeteries and qualified visitors. He/She is, therefore, authorized to make temporary additional rules that may be needed to meet emergencies that are not covered by these rules and regulations.

Flower(s) and Decoration Regulations

- a. The Cemetery reserves the right to remove all floral designs, flowers, shrubs, or trees from the Cemetery as soon as they become unsightly, dangerous and/or diseased.
- b. All flowers, decorations, lights must be in a permanent vase; glass nor ceramics are never allowed.
- c. The Cemetery management and staff; has the right to remove any or all decorations or markers when deemed necessary.
- d. Fresh cut flowers in permanent holders are encouraged throughout the year. Floral and Non-floral, stand-alone decorations are not permitted (e.g. balloons, pinwheels, shepherd's hooks, holiday placards, trinkets, statues, or garden/stepping stones) unless in a permanent vase.
- e. Decorating the surrounding trees, shrubs, or landscape with holiday ornaments, streamers, wind chimes, birdfeeders, etc. is prohibited.
- f. Potted plants will be permitted upon lots and graves only at Christmas, Easter, Mother's Day, Father's Day, and Memorial Day, to remain until the following Monday thereafter.
- g. Flowers not in a permanent vase or container will be removed. Please refer to the Flower Removal Schedule. Weather permitting, decorations will be removed beginning or when they become unsightly.

Graves: The above applies to the decoration of graves, except as noted for:

- a. Babyland and Veterans' Memorial sections:
 - i. Babyland section: No decorations are allowed in this section unless in permanent vase.
 - ii. Veterans' Memorial section: An American flag and fresh cut flowers (in non-glass and non-ceramic containers) may be placed at the head of a grave for not more than 10 days immediately prior to or after Memorial Day or Veteran's Day each year. Floral displays after a service and winter decorations are also allowed on a grave as provided for in section 21(d)(3) and 21(e). No other decorations are allowed on graves in this section.
- b. Patriotic flags (with or without a flag holder) are allowed any time during the year, if maintained in good condition, as follows:
 1. Maximum size is 8" x 12" with a staff height not to exceed 30" and must be placed at the head of a grave as close as possible to the front or side of a marker.
 2. For flush markers located in the center or foot of a grave, patriotic flags are allowed for not more than 10 days immediately prior to or after Memorial Day or Veterans' Day each year.
 3. Other decorative flags, or holders without a patriotic flag, are prohibited.

Vehicles

- a. Speed limits of ten (10) miles per hour are posted and must be observed for the safety of all persons on Cemetery grounds. Traffic & vehicles: Speed limit is 10 miles per hour or less and all other laws governing vehicular traffic are applicable. Driving is restricted to established roads. Parking of motor vehicles in the cemetery is limited to persons engaged in cemetery-related business. No fast driving will be allowed, no driving on the grass, no bicycles or motorcycles allowed on the grounds.
- b.
- c. Driving a motor vehicle on any grassed area without the express permission of the Cemetery is prohibited. Driving a motor vehicle in any cemetery at an excessive speed is also prohibited.

- d. No bicycle, motorcycle, minibike, motor scooter, or horses will be allowed on any grassed area of cemetery grounds. Bicycles, scooters, skateboards, etc. must be parked or walked while on the Cemetery grounds. Bike racks may be located at the entrance.

Plot types/uses

The following plots are available for purchase and are subject to the Port Huron City Code and these rules and any subsequent changes that may be made hereafter:

- c. Babyland: Graves within Section A are for an infant/child 35" or less in length. Section B is for a child 36" to 59" in length.
- d. Graves: One grave can have one adult plus up to one infant; or one adult plus up to two cremated remains; or up to four cremated remains. See below for grave information within the Veterans' Memorial section.
- e. Niches: Niches are for the placement of cremated remains with up to two containers per niche. See below for niche information within the Veterans' Memorial section.
- f. Veterans' Memorial section: Plots in this section: For veterans and immediate family (Niches: For a veteran and his or her spouse (one niche). Other items, such as medals, mementos, etc. are prohibited inside the niche. Niches can be pre-purchased.)
- g. Mausoleum crypt: Crypts are located within the mausoleum building and are for the placement of one adult remains or two cremated remains
- h. Inheritance rights: The following shall apply regarding inheritance rights in a plot.
Exchanges: **Title and use:** If a titleholder is deceased, then burial rights for unused plots or additional burials in occupied plots shall first transfer to a surviving spouse, unless stated otherwise in a will, trust or other document filed. If there is no surviving spouse, the transfer shall follow the basic law of succession to the next surviving descendant (i.e. the children, children's descendants, parents, siblings). Repurchase: The Cemetery reserves the right, and at its discretion, to repurchase a plot from a titleholder or heir(s) at the original purchase price, provided no burials or enhancements rendering the plot unusable have occurred. An unused, vacant plot may be exchanged for a similar plot type if agreed to by the cemetery.

Written consent from the Cemetery of is required for any sale, transfer or assignment of lots. The Cemetery may buy back unused lots at the original

cost of those lots. Title to grave(s) interment Rights descends by Will, Trust Agreement or Statutes of the State of Mississippi

1. For unused plots, once inheritance is determined, the immediate heirs may:
 - a. Request repurchase the unused plot at the original purchase price; or designate in writing the burial of family members in the plot.
 - b. If there are no burial designations on file and in the event of a death, the plot may be used for immediate burial if written permission is obtained from a majority of the heirs. Any remaining burial space rights in the plot shall then transfer to the heirs of the deceased, unless specified otherwise in writing.
 2. For additional burials in occupied plots, once inheritance is determined, the immediate heirs may:
 - a. Designate in writing the burial of family members in the plot.
 - b. If there are no burial designations on file and in the event of a death, a plot may be used for immediate burial of a deceased heir. Permission is not necessary from any other heir claiming a right to interment in the space.
- i. Arrangements:
1. Cemetery officials shall coordinate the arrival and departure of all burial services reserving the right to alter the requested date and time as may be necessary. The Cemetery also reserves the right to delay a burial when operations have been shut down or hindered for unforeseen circumstances, such as disasters, inclement weather, mechanical breakdowns, etc.
 2. No burial equipment, except that provided or authorized by the Cemetery, shall be used in the cemetery.
 3. All caskets shall be enclosed in a permanent outside container, such as concrete or steel, acceptable to cemetery officials. Vaults shall be delivered at days and times determined by cemetery officials.
 4. Requests for burial services shall be made to the Cemetery Sexton as follows:
 - a. Monday: Notice shall be made by 12:00 p.m. on Friday prior.

- b. Tuesday through Friday: Notice shall be made at least 24 hours.
 - c. Saturday: Notice shall be made by 3 p.m. on Thursday prior.
 - d. Sunday or City-recognized holidays: Burials by special request and charges.
- j. Financial responsibility: Persons making arrangements for burials shall be responsible for all financial fees and charges associated with plot purchases and burial services. **Personal checks from patrons will not be accepted when immediate use will occur.**
- k. Design and Inscriptions
- a. The Cemetery may reject any memorial or improvement that, on account of size, design, or inscription, is unsuitable to the plot on which it is to be placed. The Manager may make temporary additional rules as may be needed from time to time to meet emergencies which are not covered by these Rules. It is recognized that special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The Manager may make exceptions, suspensions or modifications of any of these Rules when such action appears necessary, and such temporary exception, suspension or modification shall in no way be construed as affecting the general application of such Rules.

Interments

- a. No “Interment” of a body will be made in a grave which is not fully paid.
- b. Once a casket containing a body is within the confines of the Cemetery, no funeral director nor his embalmer, assistant, employee or agent shall be permitted to open the casket, or to touch the body without the consent of the next of kin or of the legal representative or the deceased, or of an order signed by a court of competent jurisdiction.
- c. No interment of two or more bodies shall be made in one grave except in the case of a parent and or grandparent with infant or two infants buried in one casket. Special care must be taken to properly mark the grave with the individual(s) names when 2 bodies such as a parent and infant or 2 infants are interred in the same grave.
- d. No interment of a body may be made unless the remains are contained in a casket and outer burial container. Unless done so in a “green burial” area or the cemetery.

- e. Special burial area(s) are available for green burials where no casket or outer burial container is required.
- f. The inurnment or burial of a set of cremated remains must be contained in a suitable container and is allowed under certain conditions which must be approved.
- g. Once a container containing the cremated remains of a body is within the confines of the Cemetery, the container shall not be opened without the consent of the next of kin or of the legal representative of the deceased, or of an order signed by a court of competent jurisdiction.
- h. No grave shall be used for any other purpose than for the burial of the human dead unless permission granted by cemetery.
- i. The Cemetery disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, criminals, strikers, explosions, insurrections, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.
- j. Grave owners are granted only the right of interment in their graves. The Cemetery reserves the right to refuse to permit the interment of anyone who was not at the time of death the owner of the grave or a relative of the owner by blood or marriage or no permission has been given.
- k. The Cemetery reserves and shall have, the right to correct any errors that maybe made by it either in making interments, disinterment or removals, or in the description, transfer or conveyance of any interment property.
- l. The Cemetery will give such care as it can, the care to consist of cutting the grass and general preservation of the grounds. Depending on weather and available staff and/or equipment.
- m. The general care assumed by the Cemetery shall in no case mean maintenance, repair or replacement of any vase, basket, photoshop image, marker or monument, memorial, flowers, or other objects placed upon a grave nor unusual work in a cemetery.
- n. No inurnment or interment will be made in a grave not fully paid for.
- o. The cemetery will normally be cleaned-up on the first weekend of odd numbered months. Seasonal decorations that are not cleaned up by these dates will be removed from grave sites. Other damaged decorations or memorials will be removed at the discretion of the Cemetery.

- p. Persons desiring to purchase additional lots (burial rights) should visit the cemetery to meet with or the Sexton, as soon as possible after a burial has occurred.
- q. The right to enlarge, reduce, replot or change boundaries, or grading of a cemetery, or a section or sections, from time to time, including the right to modify or change the locations of roads, planting areas, landscaping, or walkways, or any part thereof, is reserved by the Cemetery.
- r. The Cemetery reserves to itself and to those lawfully entitled thereto a perpetual right of ingress and egress over plots for the purpose of passing to and from other plots and their care.
- s. Interments must be within the boundary of the lot in vaults or outer burial containers.
- t. The Cemetery will take all reasonable precautions to protect the lot owners from loss or damage, but the Cemetery distinctly disclaims all responsibility for loss or damage caused by the elements, an act of God, common enemy, thieves, criminals, vandals, strikes, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, and/or an order of any military or civil authority.
- u. All funerals entering the cemetery shall be under the charge of the Sexton or his/her designated agent.
- v. When an interment is to be made in a lot, the location of such interment shall be designated by the lot owner within the allowed most recent parameters established by the Cemetery. Should the lot owner fail or neglect to make such designation within the established parameters, the Cemetery reserves the right to use its own judgment. The Cemetery will not be responsible for any order given by telephone, or for any mistake occurring from the want of precise and proper instructions as to the particular space or size of grave or location in plot within the established parameters for the desired interment. Certain information on the deceased and lot owner shall be required for identification of the deceased.

Interment parameters

- a. Full size single burial plot - approximately 10 x 3.10 feet
 - i. Maximum accommodation:
 - 1. One full burial and two cremation burials - Or - Three cremation burials.

2. Configuration must be selected at time of plot purchase. Any configuration changes after the initial selection must be approved by Cemetery.
- b. Cremation plot - approximately 2 x 2 feet with maximum accommodation:
 1. One cremation burial or
 2. Two cremation burials if double depth
- w. It is the duty of the lot owner to notify the Sexton of any change of address.
- x. Only one body may be placed in a single grave plot. However, no more than two cremated remains or infants may be placed in the same grave with a body. Cremated remains of no more than three persons may be placed in a single grave. In cremation areas the number of burials shall be a maximum of two per cremation grave. There shall be an additional charge for graves to be dug more than 40 inches wide.
- y. Cremation ashes may only be scattered in certain areas, see sexton for more details.

Monuments and Memorials Regulations

No memorials may be placed on any grave that is not fully paid. Lot owners may have erected proper memorial work on their respective lots subject to the approval of the Management. All monuments shall be set on foundations built of concrete and of the size and depth prescribed by the management. The cemetery has temporary granite markers with vase available for rent while family is waiting for monument order to be produce.

- t. All memorials shall be constructed of natural granite or marble stone depending on which section the deceased is interred. No artificial stone of any kind is permitted. Nor is any homemade stones of concrete or other material permitted. Temporary flat grave markers shall be allowed for a period of 10 day.
- u. Memorials may be placed only in the designated areas.
- v. No coping, curbing, fencing, hedging, borders or enclosures of any kind shall be allowed around any grave(s) and no walks of brick, cinders, tile, terra cotta, sand, cement, gravel, or wood shall be allowed on any grave(s). Cemetery reserves the right to remove the same if so erected, planted or placed.
- w. Workmen employed in placing or erecting memorials and other structures, or materials shall operate as independent contractors and not as employed by cemetery. The right is

reserved to refuse to permit such work, unless the grounds are thoroughly settled and in good condition.

- x. Cemetery reserves the right to stop all work of any nature, whenever, in its opinion,
 - a. proper preparations have not been made;
 - b. or when tools and machinery are insufficient or defective;
 - c. or when work is being executed in such a manner as to threaten life or property or cause a disturbance;
 - d. or when the monument dealer has been guilty of misrepresentation;
 - e. or when any reasonable request on the part of the cemetery is disregarded;
 - f. or when work is not being executed according to specifications;
 - g. or when any person employed on the work violates any rule of the Cemetery.
- y. When any memorial work has been set in place, it shall not be removed without due process of law or written permission of the management.
 - a. Single wide makers shall be 24 inches long, 14 inches wide and not less than 4 inches in thickness with a washed bevel edge on all sides.
 - b. Double wide markers shall be up to 56 inches long, 20 inches wide and not less than 6 inches in thickness.
 - c. The marker may not extend into the grave of another owner.
 - d. A marker shall be readable from the foot of the grave or in some cases the head of grave in an upright section, where monuments are back to back.
- z. The upright monument shall rest on a base. The overall size of the monument and base shall be defined as follows:
 - a. Monuments: up to 24" to 42" long and 8" to 12" wide and 20" to 42" high
 - b. The monument and base shall rest on a concrete foundation. The foundation shall extend 4 inches beyond the perimeter of the base. A large monument will have a foundation which is 12 inches deep; a small monument will have a foundation which is 6 inches deep. The foundation may not extend into the grave of another owner.
 - c. A monument shall be readable from the foot of the grave no homemade slabs or headstones shall be allowed.

- aa. Permission must be secured for all memorial work in cemetery. An application form, obtained from the cemetery of memorial work, describing the work to be done and the insurance carried. To be approved by cemetery monuments constructed of cement, wood, tin, iron, or other material considered undesirable or inappropriate are not permitted. No pole shall be erected on any family or individual grave for the purpose of displaying a flag, pennant or decoration.
- bb. Monuments and markers are to be installed only by professional monument installers or other qualified contractors.
- cc. Upright monuments may be placed only on those areas designated on the master plan of a cemetery for upright monuments. All single flat graves shall be limited to markers with wash beveled edges on all sides or bronze marks on granite base, as well as certain areas of cemeteries as designated on master plans for flush markers. Markers on cremation lots are to be wash bevel edge or bronze or granite and uniform in size, no larger than 2'x2'.
- dd. Should any monument become unsightly, dilapidated or a safety hazard to visitors, the Cemetery shall have the right, at the expense of the lot owner, to correct the condition or remove same.
- ee. All workmen. employed by outside firms, while within a cemetery, are subject to the regulations of the Cemetery.
- ff. Out of respect, and for other obvious reasons, all work of any description should cease while a funeral or interment is being conducted in a cemetery. Trucks and workmen should withdraw to a reasonable distance from the location of the funeral service, preferably to an area in back of any tree or shrub barrier.