

# **WCS Properties, Inc.**

## **Rules & Regulations**

(Rules and regulations are subject to change at any time)  
Westminster, Camp, and Sharon Memorial Gardens

### **Hours of Operation:**

- Visitation Hours – Dawn to Dusk, 7 days a week
- Office Hours – Monday - Friday from 9:00 a.m. to 5:00 p.m.
- Weekends by appointment only for at - need families

### **General Conduct:**

WCS Properties, Inc. reserves full control over the cemetery operations and management of land within the cemetery grounds. No person may damage, destroy, remove, or deface any property within the cemetery. All visitors should conduct themselves in a quiet and reverent manner as to not disturb both services and visitors.

We reserve the right to withhold goods or services for any reason including, but not limited to, unscrupulous or abusive behavior, failure to fulfill financial obligations, theft, property damage or destruction, or any reason not specified above.

The speed limit inside the cemetery is 15 MPH. Drivers need to be mindful of other visitors as well as any services being conducted. Please do not park on the grass unless otherwise directed. Please refrain from any loud music or noisy behavior. No distribution of literature or peddling is allowed on cemetery grounds. No bicycles, motorcycles, skateboards, or roller skates are permitted.

### **Liability:**

WCS properties, Inc. or its employees will not be held liable for any loss or damage, without limitation (including damage by elements, acts of God, or vandalism) to any lot, space, niche, mausoleum crypt, monument, marker, vase, flowers, or any article placed in relation to an interment except for direct loss or damage caused by negligence of the cemetery.

### **Interment:**

- All spaces and interment fees must be paid in full 24 hrs. in advance of scheduled interment.
- All opening and closing of graves and servicing of vaults must be done by WCS Properties, Inc., or an authorized vendor. Outside vendors must have both \$1M in liability insurance and \$500K in worker's compensation insurance on file in our office prior to arriving on our cemetery property.
- All casket burials in our cemetery require a CBC or vault with a minimum 5,000 PSI rating to protect the integrity of the ground. Concrete, stainless steel, and bronze, or other metal vaults are acceptable with explicit written approval from an authorized WCS

employee. All cremation burials require a cultured marble urn or an approved urn vault with a 5,000 PSI rating.

- Outside vault companies may place both tents and chairs when they are servicing the vault.
- All funerals that arrive on cemetery property at or after 4 p.m. are subject to a late fee of \$400 to cover overtime expenses.
- No open and closings were sold preneed before October 1, 2023 (10/1/2023).

### **Second Rights of Interment:**

- One casket and vault are allowed per space. A second right of interment may be purchased for ½ the current price of the lot for a cremation burial in the same space. Each interment requires an interment fee.
- Two cremation burials are allowed per space if a second right of interment is purchased (see above). One urn will be placed at the head of the grave, while the other urn will be placed at the foot of the grave. Each Burial requires an interment fee.
- Cremation burials require an approved cultured marble urn or urn vault to be used.

### **Cremation Niches:**

- One cremation interment allowed per niche
- Urns must be no larger than 10" x 8.5" x 8.5"
- Nothing may be placed on the front of the niches. All items will be removed and discarded. (See attached flower policy)

### **Camp Memorial Park Mausoleum Crypts:**

- Metal caskets are required
- Mausoleum access is by key only between the hours of 8 a.m. and 7 p.m.
- No food, beverage, or smoking permitted in the mausoleum
- Funeral flowers and/or fresh flowers are not permitted inside the mausoleum. Silk flowers are allowed, and are available for purchase in the cemetery office.

### **Cemetery Holidays:**

No burials will be scheduled on New Year's Eve (after 12 p.m.), New Year's Day, Easter, Memorial Day, Thanksgiving, Christmas Eve (after 12 p.m.), Christmas Day, Labor Day, Independence Day, Mother's Day, or Father's Day. No burials will be scheduled following these holidays prior to 12 p.m. the following day. Burials scheduled on Christmas Eve and New Year's Eve must be completed no later than 1 p.m. and will be subject to an additional \$400 holiday fee.

### **Markers and Monuments:**

Markers or monuments cannot be placed on a gravesite until the balance of the marker and space is paid in full. All monuments must be installed by WCS Properties, Inc. or an authorized

vendor with required insurance requirements (see above), plus they must pay an installation fee. All outside marker purchases must be approved by our cemetery prior to installation. Please be aware that there are companies that offer a “look alike” bronze which is made of manufactured stone and will NOT be permitted in our cemeteries. We offer full design services in our office, and are happy to design a marker and/or monument or bench for your loved one.

**Flower Policy:**

Please refer to our flower Policy Document for additional information on what is allowed on and around the memorial markers and monuments in the cemetery. All policies are for the safety and security of our employees and visitors.

No planting of any trees, flowers, or plants on or around the spaces. All inquiries about planting a memorial tree or plant must be directed to the General Manager for approval, and all planting will be done by WCS Properties, Inc. ground’s crew.

WCS Properties is not responsible for any items placed in the vases or on the memorial monuments or markers. Windchimes are strictly prohibited in the courtyard of the prayer niches.

**Memorial Bench Requirements:**

Memorial Benches may be placed in approved places only. They must be placed a minimum of 32 feet apart, and must be located around the perimeter of the gardens or in approved places.

Bench placement is approved on a first-come-first-served basis. Once approved, the bench must be purchased within 3 days or the site will be released to another family. All Benches at Westminster and Sharon must be the standard 36” Cherokee Marble format, and at Camp must be 48” granite base with approved legs.

**Scattering of Cremains/Ashes:**

Scattering of cremains/Ashes in our cemeteries is strictly prohibited.

**Inclement Weather Policy:**

In the event of inclement weather, WCS Properties, Inc., will make the final determination on postponement and rescheduling of services. Examples of inclement weather include: Severe Thunderstorms, tornadoes, high winds, hail, lightning, ice, and snow. We will work with the funeral home to reschedule or resume the service after the weather threat has passed.

**Deeds and Deed Transfer:**

Deeds for interment spaces, niches, and mausoleums will be issued once they are paid in full. Only the person or persons listed on the deed may be interred, or have the ability to inter a person in the space. If another family member or representative is responsible for the interment, the deed holder must be present or have a notarized letter from the deed holder giving permission for the use of the space. IF the decedent is the deed holder, the family member or representative may sign the interment form on behalf of the lot owner to place them in their own space.

Please see current price sheet for Deed replacement fee and Deed transfer fee.

A deed may be transferred to another party by the deed holder for the above deed transfer fee. If the deed holder is deceased or divorced, documentation is required to transfer deeds to another owner. A Last Will and Testament along with a death certificate, a letter from Probate confirming executive power, divorce decree that defines the authorized agent to transfer the deed to another party, or a notarized letter from an owner relinquishing ownership are among the approved documents. No deed transfers will take place without proper authorization. A Driver's license or a state ID will be required from both parties to perform the deed transfer. All signatures must be notarized unless in the presence of our office staff. The original deed is required to complete the transfer.

WCS Properties, Inc. does NOT broker properties on behalf of the current deed holder. The deed holder is responsible to locate a buyer and the transaction for the unused space will occur outside of our offices. WCS Properties, Inc. will assist in transferring the deed to the new owner(s) and will collect the deed transfer fee, but will not be responsible for any negotiation of sale or handling of monies for the transaction between the parties. WCS PROPERTIES, INC. WILL BE HELD HARMLESS IN ANY DEED TRANSFER TRANSACTIONS.

#### **Disinterments:**

In the event that a disinterment is desired, a permit must be obtained by a licensed funeral director of your choice. We will work in coordination with the funeral director and the new cemetery to schedule disinterment. A disinterment fee will be required (see current price list). All disinterments are scheduled Mon. - Fri. only. The current property deed will be null and void, and the property ALONG WITH THE ORIGINAL DEED will be returned to WCS Properties, Inc. If there are other properties on said deed, a new deed will be issued for the remaining properties.

#### **Pet Policy:**

- All pets must be on a leash at all times while on cemetery grounds.
- Owners are responsible for ensuring that their pets are well-behaved and do not exhibit aggressive or disruptive behavior.
- It is the owner's responsibility to clean up after their pets promptly.
- For the comfort and safety of all visitors, pets are not allowed inside any indoor buildings, mausoleums, or chapels on the cemetery grounds. Exceptions are made for service animals as required by law.
- Pet owners are solely responsible for any damage caused by their pets, including damage to burial plots, memorials, or other cemetery property. WCS Properties, Inc. will not be held liable for any such damage.
- Failure to adhere to this pet policy may result in a request to leave the cemetery premises.