Revised and effective January 2026

ELIOT UNITARIAN UNIVERSALIST CHAPEL
MEMORIAL GARDEN POLICY and PROCEDURES

Eliot Unitarian Universalist Chapel established the Memorial Garden as a place of memorial. It also serves our congregation as a place of quiet celebration, contemplation, reflection and prayer. The Memorial Garden can be a restful and beautiful haven for all who enter its space. This is intended to be a Natural, Native Garden with no containers, markers or nameplates. Ashes will be placed directly into the soil to become one with the Earth.

Purpose:
These policies and procedures describe the terms and conditions for the use of the Memorial Garden at Eliot Unitarian Universalist Chapel.

Policy Statements:

A. The Memorial Garden of Eliot Unitarian Universalist Chapel is the responsibility of the Lead Minister of the Chapel. The Lead Minister may designate certain responsibilities to teams or to staff, as it deems appropriate.
B. The Memorial Garden is a self-sustaining asset of the Chapel.
C. The persons who are eligible to have their ashes placed in the Memorial Garden are any past and present Members or Friends of the Chapel and their families. Only human ashes are to be placed in the Memorial Garden. Arrangements for placement of ashes and/or any memorial service are made through the Chapel office.
D. The Chapel office will maintain records of points of contact for any human ashes that are placed in the Memorial Garden in case future contact about the ashes is needed.
E. A map of where human ashes are located in the Memorial Garden will be maintained by the Chapel office.
F. Use of the Memorial Garden is not to interfere with services inside the sanctuary or other Chapel functions.
G. The Chapel may change the arrangement and location of the Memorial Garden and its memorial structures whenever such changes or relocations are deemed necessary, and in such cases Eliopt Chapel will do their best to notify the point of contact associated with the ashes (ie family, partner, friend, etc) as a courtesy.
H. These policies and procedures for use of the Memorial Garden may be changed and additional policies and procedures relating to the use, appearance, maintenance, charges, improvement and perpetuation of the Garden may be adopted from time to time by the Chapel.

Procedures:

Placement of cremated remains shall be coordinated with the Chapel office.

1. The estate of the decedent will provide information about them to the Chapel office, such as full name, biography, obituary, or involvement at the Chapel and a photo, as well as general point of contact information for future inquiries about the decedent.
2. The cost of cremation and delivery of the ashes to the Chapel is the responsibility of the family of the decedent.
3. The cremated remains to be placed in the Memorial Garden must be delivered to the care of the Chapel.
4. Human ashes placed in the Memorial Garden will be poured into the ground and covered with soil and vegetation to protect them from weather.
5. The placement is made at the time and under the circumstances that are agreeable to the family of the decedent and to the Chapel.
6. No site for placement of ashes will be individually marked. The Memorial Garden is to remain natural and unmarked.
7. A Memorial Garden Team member will prepare the garden for the placement of any ashes (i.e. sweeping, raking, digging, cleaning benches).

Memorial Garden Book:

1. Anyone who has their ashes placed into the Memorial Garden may also have their name, birth and death dates, biography or obituary and photo entered into the Memorial Book located in the Chapel Reference Library.

Contributions:

1. The suggested fee schedule for placing human ashes into the Memorial Garden are as follows (all funds received will be restricted for the maintenance of the Memorial Garden). There may be additional fees, such as ministerial costs and building usage. The Lead Minister may waive any fees at their discretion.
    a. $200 for members ($500 for non-member family and companions)
    b. $350 for friends ($500 for non-member family and companions). A friend is defined as someone who has financially supported the Chapel within the last 10 years.

Memorial Garden Team:

1. The Memorial Garden Team members are approved by the Lead Minister or their designees.
2. The team meets as needed or at least annually and provides a report of its meetings to the Lead Minister.
3. The team supervises plantings in and around the Garden.
4. The team assists with preparation of the garden for placement of ashes. The Lead Minister or designated staff member will notify the Garden Team of impending placements.