

Grace Lutheran Church
Columbarium Rules of Operation
Subscriber

1. The Columbarium is intended for the interment of members of Grace Lutheran Church and immediate family members. Immediate family is limited to spouse, parents, grandparents, children, grandchildren and step relatives, who may not be members. The COMMITTEE reserves the right to make exceptions to these restrictions as they deem appropriate.
2. A Memorial Band subscription fee will be established by the COMMITTEE and is subject to change at any time. The rules for whose names may be inscribed and the limitations on what may be inscribed are the same as those for niche subscriptions.
3. The niche subscription fee in the Columbarium will be established by the COMMITTEE and is subject to change at any time. However, once a niche has been subscribed and paid for there will be no further charges. The COMMITTEE will accept payments and gifts to the FUND and authorize all disbursements from the FUND. The FUND shall be audited as part of the periodic audit of the Grace Lutheran Church ledgers.
4. The subscriber to a niche acquires the privilege (Right of Interment) of placing the cremains of the named person(s) in the niche. No interest in property, real or otherwise, is conveyed to the subscriber. Any future sale, transfer, conveyance, or otherwise assignment of a niche, shall be the responsibility of the COMMITTEE.
5. The subscription fee for a niche in the Columbarium includes subscription to the niche plus up to two standardized urns, the face plate inscription and the opening and closing of the niche for each of the two interments. All memorial inscriptions on the niche's face plate will be of the same design and lettering format, as approved by the COMMITTEE. Face plates will list only a surname and Christian name(s), year(s) of birth and year(s) of death.
6. Grace Lutheran Church reserves the right to enlarge, remodel, alter or relocate the Columbarium as it deems necessary or desirable. The Columbarium shall always be maintained at a site of substantially like character. The Columbarium and its niches, their use and maintenance, are at all times subject to the management of Grace Lutheran Church.
7. No flowers, potted plants or other decorations may be placed on the niche or on the Columbarium grounds. Contents of the niche will be limited to the supplied urns. Cremated remains of pets or other animals, or personal objects of the deceased must not be placed in a niche. No spreading, burial or other placement of cremains outside of the designated niche is permitted. No memorial inscription, other than the standard niche or memorial band, is permitted. However, flower sprays shall be allowed at the time of interment, but such sprays must be removed immediately after the interment service. Nothing of either permanent or temporary nature may be affixed to the Columbarium wall surfaces. The COMMITTEE may from time to time offer memorial benches, plantings and similar items to niche subscribers and Congregation members as the site development plan proceeds.

8. A request for returning an unused niche must be made in writing to the COMMITTEE. The COMMITTEE will be solely responsible for the reissuance of the subscription of the niche and will issue a refund of the original purchase price subject to a \$250 fee. However, the COMMITTEE will decide each case individually based on these policies and regulations.
9. Cremains may be removed from a niche only as allowed by law and upon the written request of the surviving spouse, next of kin, or estate representative on record with the COMMITTEE and with the approval of the COMMITTEE. Expenses of the removal and restoration of the niche will be the responsibility of the requester and subject to a \$250 fee as described in section 8.
10. No ashes may be interred without a committal or memorial service. All services at which ashes are interred shall be conducted by a Pastor of Grace Lutheran Church or a person approved by the Senior Pastor. In cases where Grace Lutheran Church is without a Senior Pastor, such services shall be conducted by clergy approved by the DIRECTORS.
11. Grace Lutheran Church reserves the right to amend, change, modify, or interpret these Columbarium Rules of Operation, which shall govern all niches within the Columbarium at all times.
12. No liability of any kind or character whatsoever is assumed by Grace Lutheran Church or its DIRECTORS for the maintenance or preservation of the cremains of any person interred in the Columbarium, or for any loss or damage to the canisters, nor is any liability of any kind whatsoever assumed for any matter or thing related to the Columbarium use or subsequent maintenance.
13. The Columbarium Rules of Operation are hereby made a part of the application and shall be agreed to by and given to each person arranging interment of cremains in the Columbarium. The COMMITTEE has the sole power to resolve any requests, questions, issues or disputes that may arise concerning the administration of the Columbarium.
14. It is the responsibility of the subscriber of a niche to have them, the next of kin, or other designee keep the COMMITTEE advised of their current mailing address and telephone number.

