

Rules and Regulations
Of
Salem Lutheran Church Cemetery
Mount Sidney, Virginia 24467
Revised and Approved
By Church Council on
May 5, 2014

There shall be a Cemetery Committee. The purpose of this committee is to supervise and maintain all assets of the cemetery including the grounds and buildings. The Committee shall also be responsible for the sale of lots and for recording those sales. The Committee shall be composed of six (6) or more members including:

- A chairperson and/or co-chairpersons appointed by the Church Council
- A council representative appointed by the Church Council
- A Treasurer of the Cemetery Funds elected by the Church Council
- At least three (3) members of the Congregation selected by the Cemetery Committee Chairperson(s)

The Cemetery Committee shall supervise and administer the following:

BURIAL LOTS

1. Size (Description)of Lots/Plots
 - A. Each 10 ft. X 27 ft. Lot shall consist of six (6) 4.5 ft. X 10 ft. plots
2. Purchase Quantities
 - A. Lots located in Sections III and IV may be purchased in quantities of two (2), three (3), four (4)or Six (6) plots.
3. Price of Lots/Plots

A. Prices of lots and/or plots are subject to change without notice.

B. Currently prices of plots in sections III and IV have been established as follows:

- Members may purchase plots at a price of one hundred fifty dollars (\$150) per plot, and all of the proceeds of the sale shall be deposited in the Cemetery Fund.
- Non-Members may purchase plots at a price of five hundred dollars (\$500) per plot, and all of the proceeds of the sale shall be deposited in the Cemetery Fund.

C. A one (1) plot purchase by members and non-members will be allowed in certain sections of the cemetery. The price and location of that plot will be determined by the Cemetery Chairperson based on availability and price for that section.

4. Resale of Lots/Plots

No lot or plot can be purchased and later sold for profit. Lots and/or plots may be sold back to the Cemetery for the original purchase price. No lot and/or plot may be resold and re-deeded without the consent of the Cemetery Committee Chairperson.

Cremation Burial

It is possible to have up to two (2) Cremation Burials in one 4.5 ft. X 10 ft. plot or to add one (1) Cremation Burial to an existing Burial Plot. Spreading of ashes above or on the ground will not be allowed. The sod will be removed over the area for the ashes, and then replaced.

Purchasing Burial Lots

Questions regarding purchasing burial lots should be sent to Leon Sheets 540-248-8978 or EM leon.sheets@gmail.com or office@salemlutheranva.org.

Opening and Closing of Graves

1. The person(s) opening and closing a grave will do so under the supervision of the chairperson of the Cemetery Committee or his designee.
2. Removal of excess dirt from the grave site will be the responsibility of the person digging the grave.
3. The repair of any damage to the cemetery ground or stones incurred in the performance of any work in the cemetery shall be the responsibility of the person(s) performing the work
4. The chairperson(s) of the Cemetery Committee or his designee will inspect the grave site and notify the person who opened and /or closed the grave of any damage or settlement. They will be responsible to come back and correct.

Stones and Markers

1. Headstones, regardless of size, are required to have a Cement Base of eighteen inches (18 in) below ground level and exceed the ground dimensions of the Headstone by three inches (3 in) in all directions.
2. Headstones may be set prior to burial.
3. Footstones may not be set prior to burial and must be set at ground level.
4. Corner markers cannot be set above ground level.
5. All repair of Headstones and Footstones shall be the responsibility of the owners or family. When owners or family are not available, repairs will be made at the discretion of the Cemetery Chairperson.

Structures; Lighting and Ornamentation

1. No structures, walls, enclosures, or benches shall be placed on individual lots/plots.

2. If so desired, a common structure or bench could be built for rest and/or meditation subject to the approval of the Church Council.
3. Only WHITE solar powered and/or LED lights are approved to be used at gravesites. They must be a maximum of 12" high and must be placed at the corner of the headstone so as not to impede mowing. There shall be a maximum of two (2) lights at any Headstone.
4. No other ornamentation will be allowed in the Cemetery without the express consent of Church Council.

Maintenance and Care of the Grounds

1. No trees, shrubs, and/or plants of any kind shall be planted and/or removed without the approval of the Cemetery Committee Chairperson(s).
2. No Glass containers of any type may be used in the Cemetery.
3. Funeral flowers and wreaths placed on fresh graves will be removed after a period of two weeks. Family members may remove flowers any time before the two week period.
4. All flower arrangements must be removed or placed on top of the Headstone during the mowing season, which will typically be (April 1st through November 1st)
5. Any flower arrangements that are blown away by the wind and cannot be identified will be placed at the Brick Building for a minimum of two weeks and then discarded.
6. All deteriorated flower arrangements will be removed and discarded from the gravesites if the owner fails to do so.
7. The mowing height has been established at no less than four inches (4 in).
8. All routine mowing, fertilization, weed control, replacements, and general upkeep and appearance will be done at the discretion of the Cemetery Committee.

The Cemetery Funds

As per the Congregational By-Laws, this committee shall supervise and maintain all assets of the cemetery and submit a comprehensive quarterly report to the Church Council showing such assets. The trustees of the congregation shall also be the trustees of the cemetery. The Funds of the cemetery are as follows:

1. A Cemetery Trust Fund

This fund was established in trust to perpetuate the upkeep of the cemetery. The money “earned” by this fund shall be transferred to the Upkeep Fund to be used to maintain and care for the cemetery.

2. A Cemetery Fund

This fund is the original cemetery fund and as money is donated and gifted to this fund it shall be invested unto itself. This money will be used to make improvements to the cemetery and support the upkeep fund if needed.

3. A Cemetery Upkeep Fund

Money to this fund is received from the Trust Fund interest as well as other sources and shall be used to maintain and care for the cemetery.