

Forest Hills Cemetery Indoor Columbarium Rules and Regulations

Forest Hills Cemetery is devoted to providing and maintaining a permanent place for the memorialization of deceased individuals whether it is on the grounds of the Cemetery or in our Columbarium. It is the Cemetery's desire to provide a comfortable, respectful environment for reflection, meditation, prayer, ceremony or other methods of memorialization.

Forest Hills requests visitors and mourners to bear in mind that many nationalities, religions and cultures are represented here. Customs and rituals are important to many, especially when memorializing a loved one. Since they may not be familiar to us, some customs and rituals may seem intrusive or even offensive. Forest Hills is committed to a respect for the rights of families to express their traditional customs and rituals, but insists that sensitivity be shown to other families and visitors.

Forest Hills believes that an appropriate Columbarium environment is one of tranquility, peace and beauty. It is with this belief that we ask that the Columbarium policy be observed.

Urns: All cremated remains must be placed in suitable receptacle constructed solely for the permanent containment of cremated remains. They can be made of bronze, marble, glass or some other permanent material. Wooden urns are only allowed in the Chapel of Devotion.

Placements: Niches in the indoor columbarium vary in size and shape; the number of urns per niche is at the discretion of the cemetery. All placements must be scheduled with the cemetery staff at least 48 hours prior to the desired date.

Name Plates: For every urn, 1 freestanding or easel-styled metal name plate is allowed. Each name plate can be 2x3 in if horizontal, or 2x6 in if vertical. Name plates must be purchased through an outside vendor and are subject to cemetery approval.

Suggested vendor for **name plate:** Rader's Engraving, Boston, MA
<http://www.engraving.cc/> or contact a local trophy shop

Suggested vendor for urn **pendant name plate:** www.oneworldmemorials.com

Mementos: No mementos or decorative items are allowed in the common areas of the columbarium. Personal mementos are only allowed in the Chapel of Devotion. The cemetery management reserves the right to remove niche mementos that have faded or become unsightly.

Photographs: Framed photos are allowed in the following chapels: Devotion, Faith and Grace. One framed photo will be allowed per urn, per niche unless otherwise stated. Frame sizes cannot exceed these parameters:

Single niche or Double niche: 3.5 x 5 inch

Double niche or larger: 5 x 7 inch

Photographs that have faded or deteriorated will be removed.

Photos and frames must be approved by cemetery staff prior to placement.

Flowers: Only natural flowers in provided glass vases can be placed in the columbarium. Please place flowers at your niche only. Roots and cuttings are not allowed. In the *Chapel of Grace*, only a single stem of artificial flowers is allowed in a brass vase that can be purchased from Forest Hills.

Health and Safety: No smoking, burning of incense, food or beverage consumption will be allowed within the niche chapel or the columbarium. A loud voice or boisterous manner will not be allowed. Children must be supervised by adults at all times.

The Forest Hills Cemetery retains sole ownership of niches in perpetuity; niche owners retain right of use of the niches. Should the niche owner wish to discontinue use of the niche, only the Cemetery may redeem the right of use. Under no circumstances may niche ownership be conveyed to a third party.

Thank you for your cooperation. Observation of these policies will ensure that the facility promotes a respectful atmosphere for the memorialization of your loved ones. Forest Hills staff members are available to provide assistance or answer any questions you may have regarding the Crematory and Columbarium.

I confirm that these policies were given to me and explained in detail by a Forest Hills Cemetery sales counselor or staff person.

NAME

DATE