

FLAT SPRINGS BAPTIST CHURCH

Sanford, North Carolina

Policies Manual

Title Cemetery Committee	Policy Number 001	Page: 1 Of: 3
Yearly Elected Committee Members	Date of Revision: 12/13/2015	Level of Revision: 4

I. Purpose

Maintain rules and regulations of the perpetual care of church cemetery.

II. Definitions

Cemetery committee – members of the Flat Springs Baptist Church selected by Nominating Committee and approved by church members. Committee oversees the cemetery and address issues that arise.

III. Procedure

May 3, 1970 a perpetual care fund was established for the upkeep of the cemetery.

Committee members to serve from September 1 through August 31 of each church year.

A. The old section of the cemetery is reserved for former and present members.

1. Members being defined as a person who has or had their name on the church role.
2. Children of members under 16 years of age will, for this purpose, be considered as a member.

B. Burial space for a member and former member is free.

1. This includes children less than 16 years of age.

C. The number of spaces any member can reserve is limited to the number of persons in his or her immediate household.

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- D. No church member can reserve spaces for relative or in-laws. The head of each household must do this.
- E. Non-church members (who have no family connection)
 - 1. Shall be buried in new sections only – A, C & D.
 - 2. Non-Church members not currently on Church roll may be buried in the Cemetery but a \$1,000 maintenance fee is required to the Cemetery Fund. Any Non-Church member with grave plots assigned before policy was amended will maintain said plot without further charge. (Amendment Date: 11/13/05)
 - 3. No reserved unused plots can be transferred by individuals to others. All grave plot transactions can only be done by the Cemetery Committee.
- F. All internments shall be done with a vault for the safety of grounds personnel.
- G. All monuments, markers and floral decorations must be kept within the bounds of the gravesite.
- H. Row 5, Section D spaces 3 through 23 will be reserved for mausoleums.
 - 1. Grave spaces in old sections of the cemetery vary in size. For those requesting above ground entombment, the size of the mausoleum must not exceed the grave space.

IV. Responsibilities

- A. Committee oversees the cemetery and address issues that arise.
- B. Floral removal after interment is the responsibility of the family of the deceased. If flowers are not removed after 3 weeks from the day of the funeral, the Cemetery Committee has the option to remove the dead flowers.

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V. Related Documents

Flat Springs Baptist Church Constitution

VI. Supersedes Document

Revisions

<u>Revision Level</u>	<u>Revision</u>	<u>Revision Made By</u>
0	Original 5-12-02	
1	6/9/02	Policy Committee
2	11/13/05	Cemetery Committee
3	6/2013	Reviewed by Committee
4	12/13/2015	CC -Reviewed & Revised