

# TOWN OF OTTAWA CEMETERY RULES AND REGULATIONS

Revised March 26, 2012

The Ottawa Cemetery is under the supervision of the Ottawa Town Board and lot owners are subject to the following rules and regulations:

1. No grave shall be opened without the permission of a member of the Cemetery Board.
2. All improvements are subject to approval of the Cemetery Board.
3. All markers and monuments shall be approved by a member of the Cemetery Board before placement.
4. All graves are to be marked with a permanent marker within one year after burial.
5. All plantings of trees, shrubs and flowers must be approved by the Superintendent of the Cemetery before any planting is done. The Cemetery Board shall have the right to remove or trim any plantings which may be deemed necessary.
6. No burials will be permitted without a burial vault with the exception of cremations.
7. Grave lots will not be sold or transferred without notifying the Cemetery Board.
8. If a body is moved or removed from its original burial place, the marker must also be moved or removed.
9. A lot can be held for a \$50 non-refundable deposit with the balance to be paid within one year.
10. The Town of Ottawa is not responsible for damage or vandalism to graves, markers, and headstones. Any damage is the responsibility of the grave owner's family.
11. All seasonal materials must be removed by May 1<sup>st</sup> and November 1<sup>st</sup> of each year.

The Cemetery Board has adopted the above regulations to insure the beautification and record upkeep of the Ottawa Cemetery.

Norm Hausser - Superintendent