

Holy Cross Episcopal Church Warner Memorial Garden

Guidelines for Inurnment of Ashes

The primary purpose of the Warner Memorial Garden is to provide a place of rest, meditation and prayer.

It may also be used, subject to the following guidelines, by members of Holy Cross Episcopal Church, for the inurnment of ash remains.

1. The Warner Memorial Garden Committee consists of Holy Cross members that have expressed interest on the annual Time & Talent sheet to participate in the on-going development, management and maintenance of the garden. The Vestry of Holy Cross will appoint a chairperson from the members that desire to be on the Memorial Garden Committee, and appoint a vestry liaison.
2. The Warner Memorial Garden is church property and is a non-commercial venture. It is not a cemetery, lots will not be sold nor deeds issued.
3. The garden shall be operated out of funds given for that purpose and shall not draw on funds from the operating budget.
4. Inurnment of ashes will be limited to members of Holy Cross Episcopal Church and their family members to include: spouses, children or step-children, brothers and sisters, parents or step-parents, grandparents, grand children, or any permanent resident of the family; current or past members of the Episcopal Clergy and their spouse.

Non Members will be any person or persons that are not members of Holy Cross Episcopal Church and their family members as listed above. When application is made for the inurnment in Warner Memorial Garden, the applicant must submit their plans for the funeral and inurnment service..

5. The Warner Memorial Garden Committee may amend these guidelines and fees and may establish additional rules in the future, subject to review and approval of the Vestry. See Fee Schedule for all current fees. **These fees do not cover the cost of cremation or the cost of the funeral service.**
6. Inurnment of ash remains occurs when the ash remains are placed in a columbarium. The columbarium is a structure that contains individual niches, either single or double. A single niche holds the ash remains of one (1) person and a double niche holds the ash remains of two (2) people in individual liners. Purchase of either a single or double niche is required for inurnment in the

Warner Memorial Garden, plus a one-time application and inurnment fee for each individual is required. The inurnment fee includes:

- A. Opening and closing the niche at time of inurnment.
 - B. Inscribing the faceplate of the niche with the name of the individual whose ashes are to be inurned, the individual's date of birth and individual's date of death. The first individual's ash remains will be placed in the back of the niche with their name, birth date and death date inscribed on the top half of the faceplate. The second individual's ash remains will be in the front of the niche, name, birth date and death date inscribed on lower half of the faceplate.
 - C. For perpetual upkeep.
7. The location of inurnment in the columbarium structure will be as determined at the time of purchase of the niche. The columbarium will be for the inurnment of human ashes only.
 8. The spouse or legal representative of each individual whose ashes are to be inurned in the columbarium shall be required to pay the appropriate fee(s) and to complete and sign an *"Application For The Inurnment Of Ash Remains"* prior to inurnment, if a prearrangement application has not be submitted.
 9. The family of the deceased may use any state-approved crematory. Holy Cross will provide the liner for the emplacement of ashes. The crematory will place ashes in the liner, seal and attached deceased identification. The liner with cremation certification will be delivered to Holy Cross before the inurnment service. The family will forward a certified copy of the death certificate to Holy Cross.
 10. If an applicant desires to sell a niche for any reason, they must sell to Holy Cross Episcopal Church; they will receive a refund of total fees paid minus the paid application fee. If a niche is not used within five years after the death of the applicant(s), the niche will revert to Holy Cross Episcopal Church without reimbursement.
 11. It is the intention of Holy Cross Episcopal Church that the Memorial Garden will not be relocated to any other site or no structure will be built on or over the Memorial Garden. If the church is forced to vacate its current location, the columbarium will be relocated at the new church site. If the church no longer exists, The Episcopal Diocese of East Carolina will place the columbarium in an appropriate location. The columbarium records will go with the church or to the diocesan office.

Approved by the Holy Cross Vestry on July 13, 2011.

Modified and approved by the Vestry on June 13, 2012