**Shallow Well Church Cemetery**

1220 Broadway Road

Sanford, North Carolina 27332

919-776-1121

**Rules and Regulations**

 For purposes of this document the term Shallow Well Church Cemetery will be referred to as SWCC in future references in these rules and regulations.

1. There will be a $100.00 “grave and tombstone marking” fee to cover the cost of laying out the grave location, record keeping, supervision of headstone placement, etc. This marking fee may be mailed to: Shallow Well Church, Attn: Cemetery Agent, 1220 Broadway Road, Sanford, NC 27332.
2. Persons in charge of funeral arrangements must contact SWCC Manager 24 hours in advance to schedule services and get grave site ownership verified. The funeral home management or a family member must verify the grave layout before digging. Once a plot is verified, SWCC is not responsible for any errors.
3. A vault or grave liner must be used except in the case of cremation remains.
4. All grave sites must be paid in full before use at price in effect at that time.
5. All graves will be opened and closed only by persons authorized by SWCC.
6. All graves shall be provided with a permanent marker identifying the loved one buried within 1 year of burial. It shall be the responsibility of the family to provide such marker. A deposit of $300.00 shall be paid to the Shallow Well Church Cemetery Fund either by the family or by the Funeral Home to insure that a marker will be provided. If such marker has not been placed within one year, the Cemetery Manager can use the deposit to secure the placement of a marker and retain any funds.
7. Grave size: All graves depth shall be according to state code at time of use at least 18 inches below ground level. Adult grave openings may not be over 8 feet long and 40 inches wide. Cremations and or cremation vault tops are to be at least 18 inches below ground level.
8. Monument location is to be laid out by SWCC manager showing the center line of monument length. No monument is to be installed during extreme wet or cold conditions. The base cannot exceed 42 inches in length by 16 inches in width for single markers and 84 inches in length by 16 inches in width for double markers unless approved by SWCC Management.

Grave (foot) markers must be installed in thoroughly compacted ground, and should be level not more than one fourth (1/4) inch above ground with nothing sticking up to impair mowing.

9. Only three (3) creations are allowed per lot ad must stay within the 8 ft. x 40 in. vault

 Dimensions unless approved by the Cemetery Agent.

 10. SWCC is not responsible for the sale or installation of any grave markers and is not responsible for any maintenance or vandalism which occurs on your grave lot.

 11. No person shall enclose any grave site.

 12. Plots are to be used only for the burial of human remains.

 13. On occasion, proof of ownership of the plot may be required.

 14. The owners or heirs are responsible for the planting of grass on their plots. Check with

 the cemetery management for type of grass and time of year for best results.

 15. Flowers placed at the gravesite shall be removed within 10 days by the family after

 burial. After 10 days, the flowers shall be removed and disposed by any means available

 to cemetery keepers. .

 16. One artificial flower arrangement may be place directly in front of a tombstone; however,

 it must be removed after six months or the cemetery keepers shall have it removed. Small

 artificial arrangements may be placed on top of the tombstones.

 17. No items are allowed on grave lot except those placed on grave markers. SWCC reserves

 the right to remove floral designs, flowers, weeds, trees, shrubs, plants or items that

 shine, glitter, glare, have moving parts or in the sole opinion of SWCC do not reflect the

 dignity of the cemetery.

 18. No trespassers, organizations, unsupervised children or pets, special interest groups,

 solicitors or loiterers are allowed on these cemetery grounds except with written

 permission of SWCC Management.

 19. The cemetery is closed between 9pm and 6am. No admittance during this time.

These rules and regulations are in effect on all lots (plots) issued past, present and future and are subject to change without notice. SWCC reserves the right to change these rules and regulations at any time for any reason. All interpretations by SWCC are final.

**Addendum**

In an effort to maintain a healthy turf and aesthetically pleasing cemetery, the Shallow Well United Church of Christ respectfully submits the following excavation recommendations following best agronomic and landscape principles.

All excavations performed on the grounds of Shallow Well United Church of Christ shall follow the below stated minimums for excavation and clean up procedures. These procedures are intended as minimums, however, case by case deviations will be allowed prior to excavation with consent from the Pastor or Cemetery Superintendent.

1. Excavations shall be performed using best professional judgement to minimize impact to surrounding graves, head stones, structures, or utilities.
2. Soil should be excavated in a manner to preserve the topsoil by separating the topsoil from subsoil. Topsoil shall be defined as surface soil horizon that extends from the soil surface to the beginning of the subsoil, as denoted by a change in color or texture, or to a depth of 8 inches, whichever is deeper.
3. Backfilling of the excavation shall be performed in a manner to prevent future settling of the soil, while maintaining the excavated topsoil at the soil surface. Subsoil should be placed in the excavation first to the level necessary to allow for placement of topsoil second with minimal topsoil spoils. Excess soil should consist primarily of the subsoil material and placed in the designated spoils pile on the church grounds.
4. All excavations shall be left in a professional manner to allow for proper turf regrowth and ease of continued maintenance.

Any questions or concerns regarding these procedures should be directed towards the Pastor or Cemetery Superintendent prior to excavation.