

FOREST HILL UNION CEMETERY

RULES AND REGULATIONS

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Rules/Regulations

Forest Hill Cemetery operates in accordance with Chapter 759 of the Ohio Revised Code. A tax is levied for the care and maintenance of the cemetery. All pricing will be set by the Board of Trustees and is subject to change without notice except as required by law. These rules and regulations are made to establish a policy of fairness, of uniformity and to make it cost-effective to maintain the cemetery. Forest Hill Cemetery reserves the right to suspend, waive or modify these rules and regulations. The cemetery may accept donations, legacies, or trust funds. Forest Hill Cemetery is dedicated to maintaining and preserving the sacred nature of its grounds.

Cemetery grounds are open to the public year-round dawn until dusk. Posted hours are 7:00 A.M. to dusk. Any activities after dusk within the cemetery must have prior authorization by the cemetery superintendent.

Sale of Cemetery Lots

Persons desiring to purchase graves will contact the cemetery superintendent, office business manager or by appointment via phone or email.

Grave spaces may be held for 30 days without deposit or obligation. Grave spaces not paid for within this time will be returned to inventory and sold.

A cemetery deed will be rendered for all grave purchases to the owner/purchaser and their heirs. The cemetery deed will be permanently filed with the cemetery and a duplicate issued to the owner/purchaser.

The owner of the cemetery lots is purchasing the right of interment only. The lot owner does not have ownership of the property itself.

No interment of any other person than the grave space owner or their heirs may be made without a signed permission form. Grave space owners or their heirs may grant burial to any person. This permission must be in writing and signed by the owner or heirs and a notary public, with an original signed copy provided to the cemetery. It is recommended this transaction be coordinated with the cemetery superintendent, who may attest to the owners signing in lieu of notary public.

Interments

Interment charges may be obtained from the cemetery superintendent, office business manager, local funeral directors or cemetery website.

Interments are performed by cemetery personnel only.

No interments will be allowed until the grave space has been paid for.

Opening and closing grave charges are due by the interment date. If no payment or arrangements has been rendered, the interment will not be made.

The use of an outside burial container (vault) is required for all full burials and must meet current industry standards. Qualified personnel must professionally install all vaults. Only one full burial is permitted on a standard size grave space. One infant burial over an adult grave is permitted, provided the adult burial is of sufficient depth. Three cremation is permitted over a vault burial. Four cremation burials will be permitted in a grave where there are no vault burials. There shall be no more than four (4) burials in any single grave. Should the urn burial precede the vault burial, the prevailing disinterment fee shall apply at the time of the vault burial; see the business manager for further details.

The scattering of cremated remains is not permitted.

Indigent burials are provided in accordance with the City of Piqua policy and in compliance with Ohio state law.

As a matter of practice, the cemetery will not require proof of any outer interment container or vault already approved by the cemetery.

The burial of pets is not permitted.

A person may request a burial, themselves or another person, in an empty space already purchased by a deceased family member if the following conditions are met. That person can prove they are a descendant of the person who purchased the burial rights. Any and all persons having an inherited interest in the space provide written approval of the request. If there are no other descendants the person making the request shall provide to the Cemetery Business Manager a written and notarized statement that no other persons shall claim rights to the space.

Disinterment

Forest Hill Cemetery follows the guidelines set down in the **Ohio Revised Code 517.23** - Disinterment of body buried in the cemetery as well as **Ohio Revised Code 517.24** - Form of application for disinterment.

Disinterment will only be allowed by request in writing from the parents of an unmarried deceased, or by court order.

Disinterment will be made Monday through Friday only. A disinterment fee will be charge, also if moved to another space in the cemetery a open and closing fee will be charged. A disinterment fee will be charged if moved elsewhere. All cemetery charges will be paid prior to disinterment.

The removal and handling of the vault will be made by a professional vault company specializing in such and utilizing proper equipment. Arrangements for the vault company will be made for and paid by persons requesting disinterment.

The cemetery superintendent will oversee all disinterment.

The cemetery will exercise all reasonable precautions in making a removal, but will be under no liability to damage to casket or burial case in making the removal.

Funeral Scheduling

Funeral arrangements are made with the cemetery superintendent or business manager by phone. All service times must be confirmed by cemetery personnel, failure to do so will not guarantee service time will be available.

Order for interment must reach our office not less than 24 hours, excluding Saturday, Sunday, and holidays.

Normally no interment is accepted after 3 pm. Funerals arriving after 3 pm will result in an additional charge Mon-Fri. **No interment will be accepted after 1 pm on Saturday/Sunday/Holiday.**

Call the business office for Saturday/Sunday/Holiday burial information and charges.

No interment will be accepted for the following holidays: New Year's Day, Martin Luther King Day, Memorial day, Presidents Day, Columbus Day, July 4th, Labor Day, Veterans Day, Juneteenth, Thanksgiving Day, Friday after Thanksgiving, Christmas Day,

Monuments

It shall be the policy that Forest Hill Cemetery will not accept monuments from sources other than authorized monument dealers that deliver and set monuments as we do not have the equipment or adequate storage, nor will we take responsibility for any monument delivered to us, this includes internet orders.

Monuments, memorial stones, grave markers, and saddles are not the property of the cemetery, their maintenance and repair are the responsibility of the lot owner and heirs. Monuments can be insured against damages by insurance policies taken out with the owner's insurance company.

Foundations for headstones, markers, and monuments shall be built by the cemetery personnel.

Foundation prices may be obtained from the cemetery superintendent, business office.

Foundation shall have a minimal 4" margin.

All foundation orders are placed as weather and conditions allow.

All foundation orders should be mailed to Forest Hill Cemetery, 8660 St Rt. 66, Piqua, Ohio 45356.

No foundations will be poured without a written order. No monuments will be set without foundation paid in full.

Military plaques may be mounted on an existing monument. When used as an auxiliary, it will be set by cemetery personnel at the foot of the grave where possible. Foundations are required for

ground installation of military plaques and are provided by the cemetery at an additional charge. Payment is required prior to installation.

Typically, monuments are set in designated stone rows. Only one (1) above-ground monument per grave is permitted. Any additional marker placed out of the stone row must be lawn level.

Benches are considered monuments and shall have a foundation placed under the bench. Benches must be of concrete or granite to be allowed. Any bench regardless of size or material will be removed.

Graves markers or temporary markers provided by the funeral homes are intended as a temporary marker only. All markers will be removed when a permanent monument is installed, or when the temporary marker is damaged or unreadable.

No homemade monuments or makers will be acceptable and will be removed.

It must be remembered that funerals and mowing operations have a higher priority than foundations, as well as weather conditions.

General Guidelines

No dogs or any other animal shall be allowed in the cemeteries or in any of the cemetery buildings except for animals aiding the handicapped. The cemetery shall not be liable for any damage done by animals and does not assume the responsibility for keeping animals out of the cemetery. The owner or keeper of any animal which trespasses upon the cemetery grounds shall be liable for any damage done by said animal.

No persons shall be allowed to ride or drive on any part of the grounds except those used and maintained as avenues. A 15 mph speed limit must be observed.

It is unlawful for any person to operate a moped, snowmobile or all-terrain vehicle on cemetery grounds.

No planting of flowers, trees, vines, or shrubs will be allowed without the permission of the cemetery superintendent.

No elevating of graves or enclosing of lots shall be permitted.

All graves will be seeded within one year after interment by the cemetery superintendent or under his supervision.

Baskets, glass, crockery, wire and metal, loose stone or gravel and shells are not permitted in the cemetery and will be promptly removed when found. Floral Easels are exempt from this.

The placing of boxes, shells, stones, boulders, metal designs ornaments, chairs, settees, glass, urns, fences, wood or metal cases, and similar articles upon lots or burial spaces shall not be permitted. Forest Hill Cemetery shall not be held liable for lost, misplaced or broken flower vases or for damage caused by the elements, thieves, vandals or by causes beyond its control. The cemetery reserves the right to regulate the method of decorating lots and the right to regulate decoration so that a uniform beauty may be maintained.

The cemetery will conduct two cleanups per year in March and October. At that time, all artificial and live flowers, potted plants, wreaths, baskets will be removed. Flowers or decorations will not be allowed back in the cemetery until the following month. Saddle type arrangements attached to the top of the monument are exempt from this procedure, but will be removed when considered unsightly.

The cemetery will not be responsible at any time for any type of gravesite ornamentation.

Glass containers are not permitted and will be removed.

Christmas blankets and wreaths are allowed from December 1st through March 1st. All Christmas blankets and Christmas or winter decorations will also be removed during spring clean -up.

Other than law enforcement authorities, visitors may not possess or discharge firearms within the cemetery, except in connection with a guard of honor and the honor service.

The cemetery Superintendent must give approval to any planting of trees, bushes, or flowers. No trees or benches shall be permitted on lots that contain a burial (No exceptions). The care and upkeep of all plantings are the responsibility of the lot owner. The Superintendent has the authority to remove all plantings, including shrubs and trees which are dead, have outgrown their usefulness or have spread beyond control. Regardless of the decoration, the cemetery Superintendent has the final say to all plantings or placing of markers.

Decorations on graves shall not exceed one saddle and three ground decorations. Artificial flowers must be in a container and not placed directly in the ground, no ground-level wire Styrofoam or small wire ground decorations shall be permitted, (see examples in the business office), Styrofoam saddles will be permitted except for in the Veterans Section. No decorations or plantings shall extend beyond one foot from the gravestone on the front side only. Decorative concrete edging shall be permitted (within the twelve (12) inch area, front side only) and must be the type allowed by the cemetery, (No Exceptions); All other types of edging in place prior to September 2007 shall be permitted to remain. The cemetery will not be responsible for any item broken or lost due to trimming or mowing. Items that interfere with maintenance such as mowing or trimming will be removed and discarded. Items placed on monuments or foundations must not extend beyond the foundation and will be removed if they become unsightly or interfere with mowing. Shepherd hooks are acceptable but must not be facing out over the gravesite but must be hung over the monument itself.

Potted plants – concrete containers are the best material for potted plants. Because they are more durable and plastic or clay can become damaged by mowers and trimmers. Damaged pots – plastic or clay when damaged by trimmers or mowers will be removed and discarded.

All decorations are placed at the owner's risk or removal, theft, or other loss. Forest Hill Cemetery will not be responsible for any lost or stolen property left anywhere in the cemetery.

Baskets Hooks (shepherd hooks) may be used but must be in line and over the monument so as not to be a hazard to visitors or cemetery employees. Empty basket hooks must be removed when empty or will be removed by cemetery employees.

Eternal or Memorial candles or lights with a flame are not permitted at all. Solar-powered LED lights or candles are permitted within a landscaped area or mounted on the monument itself. Any light that does not meet these rules will be removed.

The cemetery grounds are respectfully devoted to the interment of human remains. The provisions and penalties of law will be strictly enforced in all cases of intentional injury, disturbance or disregard of these rules and regulations.

The Cemetery and Board of Trustees do not "buy back" lots. Should you decide to sell any purchased lot, the lots may only be resold at original purchase price, which can be found on the original deed or by contacting the office. All interested parties must be present or have signatures notarized before any transfer of ownership will be completed.