



ROLLING OAKS

MEMORIAL CENTER

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Rules and Regulations Rolling Oaks Memorial Center Effective July 1, 2017

**RULES AND REGULATIONS
ROLLING OAKS MEMORIAL CENTER
EFFECTIVE July 1, 2017**

Purpose

The following rules and regulations have been adopted as a guide to the use and management of the cemetery. The rules and regulations will help protect all who have interest here. All lot owners of interment rights, visitors and contractors performing work within the cemetery shall be subjected to said rules and regulations, amendments or alterations as shall be adopted by the City of Coppell from time to time.

General Rules and Regulations

1. Rules and Regulations of the cemetery and prices for burial spaces and services are made by the City and become effective upon approval by the City Council or City Manager's Office. Charges for work and services performed by the cemetery or for materials purchased from the cemetery will be at rates as approved by the City.

The cemetery may, and it hereby expressly reserves the right, at any time, with or without notice to lot owners, to adopt new rules and regulations or to amend, alter and/or repeal any rule, regulation and/or article, section or paragraph in these Rules and Regulations. Special cases may arise in which the literal enforcement of the rule may impose unnecessary hardship. The cemetery, therefore, reserves the right, without notice, to make exceptions, suspensions or modifications in any of the Rules and Regulations when, in its judgment, the same appear advisable, and such temporary exceptions, suspensions or modifications shall in no way be construed as affecting the general application of such.
2. The cemetery retains to itself, for the benefit of all interment right owners, full and complete supervision, control and management of the land, buildings, improvements, roads, walks, utilities, development, books and records, and the full and complete authority, rights and privileges to make, change administer and enforce all rules and regulations and restrictions not inconsistent with the laws of this State wherein this cemetery is located.
3. All lots in the cemetery are sold in accordance with the provisions of the laws of the State of Texas, and the City of Coppell and shall not be used for any other purpose than as a burial place for human remains. Interment rights in all lots, Niches, Crypts, and Ground Urn Spaces are sold with permanent maintenance provisions.
4. Lots must be paid in full before a burial is made. Full purchase price must be paid before a certificate is issued.
5. The cemetery issues to each owner of the rights of burial for its lots, crypts or niches a Certificate of Ownership describing the location and naming the owner or owners of the said location. The naming of more than one owner is indicative of joint ownership in common with rights of survivorship.
6. The issuance of such certificate is the cemetery's sole form of recognition of ownership. Possession of the certificate by a person whom is not listed on the certificate is not in itself

evidence of ownership. Purchasers of lots, crypts or niches simply acquire the right of burial and not the ownership of the property.

7. The owner of interment rights hereunder may dispose of same by will or, should the owner die intestate, such interment rights shall pass according to laws of this State governing intestacy; provided, however, the cemetery shall not be bound by such transfers unless and until an exemplification of record of same has been presented to it and such change has been recorded on the books and records of the cemetery. Any plot or niche in which there are no burials or inurnments may be transferred to a new owner, providing the original Certificate of Ownership is submitted to the cemetery together with proper transfer agreement, upon payment of transfer fee in accordance with the cemetery's established schedule of charges.
8. Lot owners are prohibited from allowing interments to be made on their lots for compensation.
9. A lot owner may not sell their interment rights but can transfer to another individual with the permission of the cemetery office. He or she must pay any and all indebtedness due the cemetery before such transfer of title will be allowed.
10. In the event of loss or destruction of a Certificate of Ownership and upon the presentation of a written request, accompanied by a properly executed affidavit by the owner setting forth the circumstances of the loss or destruction, the cemetery will prepare a duplicate Certificate from its records.
11. The cemetery will purchase back any property no longer wanted by the owner at seventy five percent (75%) of the purchase price.
12. A resident is defined as any person who currently resides in the City of Coppell, or has resided within the city limits previously or has been employed with the City of Coppell for ten (10) or more years. A post office box is not a valid address as it applies to residence.
13. All lot owners are required to notify the cemetery of any change of address. All notices required to be sent shall be sent to the last recorded address and such notices shall be deemed adequate.
14. No person, other than employees of the cemetery, shall be allowed to perform any work within the cemetery without permission from the cemetery. All inurnments must be performed by regular employees of the cemetery.
15. The cemetery shall have the right to enter upon or use any adjoining lot or lots to carry out its duties as to interments, placement of monuments or markers, etc., without prior notice to the lot owner.
16. The cemetery shall direct all improvements within the grounds and upon all lots before and after interments have been made herein.
17. The cemetery will take all reasonable precautions to protect lot owners and their property within the cemetery from loss, damage or injury but it shall not be responsible for any loss, damage or injury.

18. The use of the cemetery land as a thoroughfare will not be permitted.
19. The right to use automobiles or other vehicles in the cemetery is authorized solely and exclusively for the purpose of transporting persons to visit burial plots. The speed limit within the cemetery is fifteen (15) miles per hour. Parking and/or driving on any gardens or grassy areas are prohibited for purposes other than those obtained from the cemetery.
20. Bicycles, motorcycles, horses, etc., may not be used on cemetery lands except with the approval of the cemetery. Dogs are not permitted except when kept on a leash or in a vehicle and owners are responsible for cleaning up after their pet. If this is an issue, owners will be asked not to bring their dog on cemetery grounds.
21. Bringing alcoholic beverages or illegal drugs into the cemetery is strictly prohibited. Law enforcement will be notified.
22. No signs, notices or advertisements of any kind shall be allowed in the cemetery unless placed by the cemetery.
23. Peddling of any kind or soliciting the sale of any commodity, other than by the cemetery, is prohibited within the confines of the cemetery.
24. Park visiting hours are Monday through Sunday, 8:00 a.m. to 8:00 p.m. during fall and winter and 8 a.m. to 9 p.m. during spring and summer hours. Columbarium visiting hours are Monday through Sunday, 8:00 a.m. to 6:00 p.m.

Interment & Funeral Regulations

25. Interments into a lot are restricted to those entitled to burial therein according to these rules and regulations.
26. The cemetery shall be in no way liable for any delay in the interment of a body where a protest to the interment has been made or where the rules and regulations have not been complied with; and, further, the cemetery reserves the right, under such circumstances to place the body in the receiving vault until the full rights have been determined.
27. The use of one grave space shall be limited to interments as follows unless otherwise permitted by the City:
 - a) One adult burial, or
 - b) One adult burial and one urn of cremated remains
 - c) Two urns of cremated remains

Interment charges will apply for each burial.

28. No burial of a casket over three feet in length will be made unless there has been provided an outer container or receptacle of concrete or such other material which the cemetery will deem to have comparable strength or resistance to deterioration.

29. The use of polypropylene outer burial products will not be allowed as outside containers unless it is for cremated remains.
30. The minimal container for casket burial is a concrete grave box. In the areas where double depth burial is permitted, a minimum of a Monticello Vault is required for the first burial.
31. No burials will take place before sunrise or after dusk. No Sunday or Holiday burials. Holidays are defined as New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve and Christmas Day.
32. All committals will take place in the pavilion or committal shelter. Tents placed at the graveside will be an additional cost.
33. No disinterment will be allowed without permission of next of kin, the lot owner, the cemetery and the proper authorities.
34. The cemetery shall in no way be liable for any container, receptacle or urn of cremated remains placed in any lot or niche.
35. Inurnments must include the use of an urn outer burial container according to the cemetery standards and requirements.
36. The scattering of cremated remains is prohibited.
37. All niche spaces are intended for an individual inurnment, except a companion niche may have two inurnments. A container of suitable material is required.

Flower & Decoration Regulations

38. The cemetery reserves the right to remove all flowers and wreaths from lots as soon as they become unsightly. Fresh flowers and silk flower arrangements are only allowed to be placed in a permanent vase. If one is not attached to the memorial, a granite vase will need to be checked out at the cemetery office for temporary use. Plastic and temporary vases are not allowed.
39. Holiday decorations and unpermitted items may be used during the holiday season. They must not be placed before November 15th and must be removed by January 15th or they will be disposed of. Please be considerate of others and do not infringe upon the space of others.
40. Artificial flowers will need to be secured inside a permanent vase.
41. Glass, pottery and resin is prohibited at all times.
42. The cemetery reserves the right to limit the size and amount of floral tributes.
43. Artificial flowers surrounding the entire grave will not be allowed. Fresh flowers may be laid around the grave according to religious custom but not planted.

44. No candles are to be left unattended at the gravesite. They must be removed after each use.
45. No solar, battery or electrical lighting, holiday, devotional or decorative lighting of any type are allowed in the cemetery.
46. Items not allowed to be placed on a lot within the cemetery include, but are not limited to, the following: plants, plantings, shepherd's hooks, decorated flags, standup decorations, wind wheels, wind chimes, real or decorative rocks of any kind, fencing, hedging, grave mounds, borders or enclosures.
47. Flags may be placed on graves on Memorial Day, the Fourth of July, Flag Day, and Veterans Day. Flags should be kept to 12" by 18" in size or smaller. Flags are subject to removal by cemetery within ten (10) days of the Holiday.
48. Trees and shrubs are placed throughout the cemetery by the cemetery for overall beauty and serenity of the grounds. Individual lots are not permitted to have trees or shrubs. Any such tree or shrub not approved by the cemetery will be removed without notice to the lot owner.
49. No decorations of any type are permitted in trees or cemetery plantings.
50. The cemetery shall have the right to remove all objects whose appearance and condition warrant removal and/or violate the cemetery's rules and regulations. The cemetery also will not be liable for any flower or decoration removed or lost by any cause.
51. No protective glass or breakable material of any kind covering a picture will be allowed on the memorial. This includes taping of the photo.
52. Certain lots embrace a tree that may interfere with space that otherwise might be used for burial. In such a case, the cemetery recognizes that right to the retention of the trees as prior to the right of use of such space for burial. Should any such tree die naturally, the cemetery will remove it at its own expense.

Memorials

53. All memorials must be made of the highest quality granite approved by the cemetery.
54. Granite markers are allowed on all lots and must be installed at grade level. Upright monuments and slant markers are allowed only in designated gardens.
55. All graves must be marked with a permanent memorial by 12 months after the burial date.
56. The cemetery shall have the authority to reject any memorial that, on account of its size, type, design, inscription, quality, color or method of construction is unsuitable for the particular lot or grave on which it is to be placed. The cemetery reserves the right to prevent the placing or to remove any marker or other objects that do not comply with the standards of the cemetery. Also, the cemetery reserves the right to require the purchase of any and all markers from the cemetery or approved producers or retail dealers.

57. No marker will be accepted by the cemetery for installation unless a sketch has been furnished defining the dimensions, material content and lettering and permission of the lot owner or proper agent of the person having burial rights in the grave to be marked. All marker foundations shall be placed by employees or agents of the cemetery only.
58. All fees or encumbrances due on a lot must be paid in full prior to any memorial being placed on the lot, including any installation fee.
59. In the event a memorial is placed where it is necessary to remove it for an interment or disinterment, the cemetery shall have the right to remove such memorial without notice or expense to the lot owner.
60. The cemetery may, at its own expense, without any liability, correct any error that may occur in the placing of a foundation or memorial.
61. Memorials shall be set in accordance with the general plan of the cemetery. Not more than two (2) memorials may be placed on a grave, one at the head and the other at the foot, unless otherwise approved by the City.
62. Monuments tablet must be at least six inches thick.
63. The placement of benches is only allowed in neutral areas, never on a gravesite. Benches must be made of granite and be of a pedestal type. A limit of two (2) benches per tree area with a minimum of a three (3) foot distance apart will be allowed.
64. The cemetery, its property and surroundings is considered Holy Ground. It is expected anyone entering the property will treat it as such. This includes no use of vulgar language, loud noises and music, and children playing on graves.
65. Cemetery staff is here to assist you and keep the final resting place of your loved one looking beautiful and serene. Please let the staff know what they can do to help you. It is your responsibility to communicate any concerns directly to the staff.