



# Rules and Regulations



## **G.A.R. CEMETERY RULES AND REGULATIONS**

**(Rules, Regulations, and Memorial Specifications adopted by the Board of Parks and Recreation of the City of Miami, Oklahoma, passed adopted by the Mayor and Board of City Commissioners, March 2, 1959. Revised October 26, 2004, approved by the Board of Parks and Recreation. Revised December 11, 2012, approved by the Board of Parks and Recreation. Revised December 2, 2014, approved by the Board of Parks and Recreation and Mayor and City Council. Revised January 16, 2018, approved by Mayor and City Council.)**

**SCOPE:**

For the mutual protection of lot owners, and the cemetery as a whole, the following Rules and Regulations, and memorial work specifications have been adopted by the mayor and city council as the rules, regulations, and memorial work specifications of G.A.R. Cemetery and any other cemetery which may be owned or operated by the City of Miami; and all lot owner and visitors within the cemetery, and all lots sold, shall be subject to said rules, regulations, and specifications. And subject further, to such other rules, regulations, amendments, or alterations as shall be adopted by the mayor and city council from time to time and the reference to these Rules and Regulations, and specifications in the certificate of ownership to a lot or plot shall have the same force as if set forth in full therein.

**SECTION I-DEFINITIONS:**

**Rule 1:** CEMETERY: The term *cemetery* is hereby defined to include a burial park for earth interments, a community mausoleum for vault or crypt interments, a crematory or crematorium for cinerary interments, or a combination of one or more thereof.

**Rule 2:** PLOT: The term *plot* shall apply to a space of sufficient size to accommodate one adult interment, approximately five feet by ten feet.

**Rule 3:** LOT: The term *lot* shall apply to numbered divisions as shown on the record plat which consists of eight plots.

**Rule 4:** INTERMENT: The term *interment* shall mean the permanent disposition of the remains of a deceased person by cremation, inurnment, entombment or burial.

**Rule 5:** MEMORIAL: The term *memorial* shall include a monument, marker, tablet, headstone, private mausoleum, bench, or tomb for family or individual use, tombstone, coping, lot enclosure, urn and crypt and niche place.

**Rule 6:** MONUMENT: The term *monument* shall include a tombstone, bench, or memorial of granite or marble which shall extend above the surface of the ground.

**Rule 7:** MARKER: The term *marker* means a memorial flush with the ground.

**Rule 8:** LOT MARKER: The term *lot marker* means a post used by the Cemetery to locate corners of the lot or plot.

**Rule 9:** CERTIFICATE OF OWNERSHIP: The term *certificate of ownership* shall apply to the original conveyance given by the cemetery to the original purchaser.

**Rule 10:** MANAGEMENT: The term *management* shall apply to the person or persons duly appointed by the City of Miami, Oklahoma, for the purpose of conducting and administering the cemetery.

**Rule 11:** CEMETERY OFFICE: The term Cemetery Office shall mean the office maintained at Miami G.A.R. Cemetery.

**Rule 12:** COMPANION PLOT: The term *companion plot* shall mean the purchase of two (2) plots positioned north and south of each other, and are to be purchased at the same time. (e.g.: Garden of Peace)

**SECTION II-GENERAL RULES:**

The City of Miami owns and operates G.A.R. Cemetery in accordance with the laws of the State of Oklahoma and the rules and discipline of the City of Miami, Oklahoma. It reserves the right to refuse admission to any city owned cemetery and to refuse the use of any of the facilities of any cemetery at any time to any persons whom the cemetery management may deem objectionable to the best interest of the cemetery.

**Rule 1:** The Cemetery shall be open to the public during all daylight hours, but cemetery personnel will be available for business only from 8:00 a.m. to 4:30 p.m., Monday-Friday.

**Rule 2:** If a Saturday funeral should be necessary, it will be held at 10:00 a.m. only. An additional fee of \$400.00 will be charged for all Saturday funerals. Employees of the cemetery do not work on Saturday afternoons, Sundays or city holidays, except when absolutely necessary in the preservation of order, and as specified in the Rules and Regulations. When this becomes necessary an additional fee will be charged.

**Rule 3:** Employees of the cemetery are not permitted to do any work for lot owners or visitors except upon the order of the director, but they are required to be civil and courteous to everyone entering the cemetery.

**Rule 4:** All fees, or charges, for services are payable to the cemetery office staff as herein stated, and patrons of the cemetery are requested not to pay any fee or gratuity to any employee.

**Rule 5:** Persons within the cemetery shall use only the avenues, roads, walks, and alley, and no one is permitted to walk upon or across lots or lawns unless necessary to gain access to another lot. The cemetery expressly disclaims liability for any injuries sustained by anyone violating this rule.

**Rule 6:** All persons are strictly prohibited from picking flowers (wild or cultivated), breaking or injuring any tree, shrub, or plant, or from writing or marking upon, carving on, defacing, or otherwise injuring or defacing any memorials, fence, or other structure within the cemetery grounds.

**Rule 7:** Vehicles must be kept under complete control at all times. When meeting a funeral procession, every driver must stop until the procession passes. They may not pass any vehicles in a funeral procession going in the same direction. Vehicles may not be left with the engine running when the driver is not in the seat.

**Rule 8:** The following activities are prohibited:

- (a) The driving of vehicles through the gates, or in the cemetery, at excessive speeds. The speed limit established within the cemetery grounds is 15mph.
- (b) Driving any vehicle or animal across or upon any grave, lot, lawn, or parking or leaving the same thereon.
- (c) Parking or leaving any vehicle on any road or driveway within the cemetery at such location or in such position as to prevent any other car or vehicle from passing the same, and if so parked or left, the cemetery management reserves the right to remove the same.
- (d) Making a complete or partial reverse turn of any vehicle on any road or driveway within the cemetery.

**Rule 9:** Children under fifteen years of age are not permitted within the cemetery, or its buildings, unless appropriate adult supervision.

**Rule 10:** Receptacles for waste materials are located centrally. Hence, throwing of any trash or rubbish on the drives and paths, or on any part of the grounds, or in the buildings is prohibited.

**Rule 11:** The placement of boxes, shells, decorative rock, toys, metal designs, ornaments, chairs, settees, and similar articles, upon plots will not be permitted; and if so placed, the cemetery management reserves the right to remove them.

**Rule 12:** It is of the utmost importance that there should be strict observance of the properties in the cemetery. Hence, all persons within the cemetery should avoid conduct unbecoming of a sacred place. Such conduct would include:

- (a) Loud boisterous talking.
- (b) Idling or loafing on the grounds or in any of the buildings.
- (c) Bringing alcohol into the cemetery and/or consuming it on the grounds.
- (d) Peddling or soliciting of any commodity within the cemetery.

- (e) Placing of signs, notices, or advertisements of any kind within the cemetery or on the boundary thereof.
- (f) Bringing dogs into the cemetery or allowing them to run loose within the cemetery.
- (g) Bringing firearms into the cemetery except by a military escort accompanying a Veteran's funeral, or attending memorial services.

**Rule 13:** It is the duty of the cemetery management to see that the Rules and Regulations are complied with, and it is his/her duty to see that order is maintained, and to protect and promote the best interest of the cemetery. To that end, he/she is authorized to make temporary additional rules which may be needed, from time to time, to meet emergencies which are not covered by these Rules and Regulations.

**Rule 14:** Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The cemetery management, therefore, reserves the right to make exceptions, suspensions, or modifications of any of these Rules and Regulations, without notice, when in the judgment of the cemetery management such actions appear necessary; and such temporary exception, suspension, or modification shall in no way be constructed as affecting the general application of such Rules and Regulations.

**Rule 15:** Pursuant to the previous rule, the city council hereby expressly reserves to cemetery management the right to adopt additional rules and regulations, or to amend, alter, or repeal any rule, regulation, article, section paragraph, or sentence in these Rules and Regulations, at any time, and without notice.

### **SECTION III-LOTS AND LOT OWNERS:**

**Rule 1:** All spaces in any cemetery owned and operated by the City of Miami are conveyed to the purchaser by certificate for the purpose of burial only. The rights of the purchaser therein are subject to such rules and regulations as may be enacted or amended from time to time, by the city council of the City of Miami. The Cemetery Certificate will be mailed from the cemetery office upon payment and signature from the mayor and city clerk.

**Rule 2:** Lots of various sizes are available in the cemetery and, hence, such lots will not be subdivided.

**Rule 3:** No lot shall be used for any other purpose than for the burial of a deceased human.

**Rule 4:** No easement or right of interment is granted to any plot owner in any road, drive, alley, or walk within the cemetery but such road, drive, alley, or walk may be used as a means of access to the cemetery or buildings, as long as the cemetery management devotes it to that purpose.

**Rule 5:** The right to enlarge, reduce, re-plat, or change or the boundaries or grading of the cemetery, or a section or sections thereof, from time to time, including the right to modify or change the location of, or remove or re-grade roads, drives, or walks, or any part thereof, is hereby reserved. The right to lay, maintain, and operate, or alter or change pipelines or gutters for sprinkling systems, drainage, etc., is also expressly reserved, as well as the right to use cemetery property, not sold to individual plot owners, for cemetery purposes, including interment of the dead, or for anything necessary incidental or convenient thereto. The Cemetery Management reserves to itself and to those lawfully entitled thereto, a perpetual right to ingress and egress over plots for the purpose of passing to and from other plots.

**Rule 6:** Description of lots will be in accordance with the cemetery plats which are kept on file in the cemetery office.

**Rule 7:** No lots or plot shall be filled above the established grade level.

**Rule 8:** The cemetery management will take all reasonable precautions to protect the property rights of plot owners within the cemetery from loss or damage, but the cemetery distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief

makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

**Rule 9:** The Cemetery Certificate which incorporates these Rules and Regulations, and any amendments thereto, constitute the sole agreement between the cemetery management and the plot owner. The statement of any employee or agent, unless confirmed in writing by the cemetery management, shall in no way bind the cemetery management or the City of Miami.

#### **SECTION IV-CARE OF LOTS:**

**Rule 1:** The general care assumed by the cemetery management includes the cutting of the grass at reasonable intervals, cleaning of the grounds and pruning of shrubs, and trees that may be placed by the cemetery management.

**Rule 2:** The general care assumed by the cemetery management shall in no case mean the maintenance, repair, or replacement of any memorial, tomb, or mausoleum placed or erected upon lots; nor the doing of any special or unusual work in the cemetery, including work caused by the impoverishment of the soil; nor does it mean the reconstruction of any marble or granite work on any section or plot, or any portion or portions thereof, in the cemetery-caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or by order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

**Rule 3:** Lot owners desiring to care for their lots themselves may arrange to do so by submitting such desire by letter to the cemetery management. Lot care by owners must meet cemetery standards. Cemetery management reserves the right to notify lot owners of any unkempt lot and any such notification will then be followed by resumed maintenance care by cemetery management.

**Rule 4:** Twenty-five percent of all money derived from the sale of lots or plots will be placed in the Cemetery Care Fund.

**Rule 5:** The cemetery management reserves the right, upon approval of the mayor and city council, to use a portion of the Cemetery Care Fund and/or income received from the investment of the Cemetery Care Fund for improvements, embellishments, and maintenance within the Cemetery.

#### **SECTION V-CORRECTION OF ERRORS:**

**Rule 1:** The Cemetery Management reserves, and shall have the right to correct any errors that may be made by it, including, but not limited to in making interments, disinterment's, or removals, or in the description, transfer, or conveyance in lieu thereof for other interment property of equal value and similar location as far as possible, or as may be selected by the cemetery management, or in the sole discretion of the cemetery management by refunding the amount of money paid on account of said purchase. In the event such error shall involve the interment of the remains of any person in such property, the cemetery management reserves, and shall have, the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

#### **SECTION VI-DESCENT OF TITLE:**

**Rule 1:** The laws of the State of Oklahoma govern the descent of title to cemetery lots as well as other matters pertaining to assignments, conveyances, devises, trust deeds, and inalienability. The cemetery

management will gladly assist any lot owner who desires information or advice on questions pertaining to his lot.

### **SECTION VII-INTERMENTS:**

**Rule 1:** Due to existing labor conditions, and in order to maintain a well-balanced work schedule, funeral directors must so arrange their funerals as to clear the cemetery by 4:00 p.m. In the event that circumstances force cemetery employees to be detained after 4:30 p.m. on account of late funerals, an overtime fee of \$150.00 per hour will be added.

**Rule 2:** Where immediate burial is required by the laws of the State of Oklahoma, or under the Rules and Regulations of the State Board of Health, interments may be made on Sundays and holidays, and, in the opinion of the cemetery management, delay will cause unreasonable hardship or inconvenience, interments may be made on such days, but an additional fee will be added to the regular interment charge.

**Rule 3:** All funeral processions, upon entering the cemetery, shall be under the charge of the cemetery management.

**Rule 4:** Once a casket containing a body is within the confines of the cemetery, no funeral director nor his embalmer, assistant, employee, or agent, shall be permitted to open casket or to touch the body without the consent of the legal representative of the deceased or by an order signed by a court of competent jurisdiction.

**Rule 5:** Funeral directors, upon arrival at the cemetery, may be required to present the necessary burial permit from the local health officer or registrar.

**Rule 6:** All orders of interments in lots must be signed by the lot owner, legal representative, or funeral home representing the lot owner. The cemetery will provide a burial verification form for this purpose. Once signed, this form will serve as verification of required information provided to the cemetery by the lot owner or their representative.

**Rule 7:** Lot owner shall not allow interments in their lots in return for remuneration of any kind.

**Rule 8:** No interment of two or more bodies shall be made in one grave except in the case of mother or father and child, two infants buried in one casket, two urns in one grave or one urn and one regular burial.

**Rule 9:** When interment is to be made in a lot, the location of such interment plot shall be designated by the lot owner, his/her legal representative, or the funeral home. Should the lot owner, the legal representative, or the funeral home fail or neglect to make such designation, the cemetery management reserves the right to choose the location of the interment plot.

The cemetery management requires a minimum of 24 hours' notice before a burial and a week notice for any disinterment or removal. If a Monday 10:00 a.m. service is to be scheduled, the cemetery must be called no later than 12:00 noon on the previous Friday, and by 8:30 a.m. on that Monday morning for a 2:00 p.m. service. Notification must include all required information concerning the deceased. Upon notification, a copy of the property owner's card and burial verification form will be faxed to the funeral home. It is the funeral homes responsibility to designate which plot is to be opened. In addition:

- (a) When a service is to be held on a Saturday or Monday of a holiday weekend, the cemetery management must be notified before noon on Friday.
- (b) Obituaries printed in local newspapers are not considered to be official notice. Nor will employees be responsible for funeral information given to them outside of work hours.
- (c) The cemetery staff realizes that in some instances, exceptions may be necessary and will try to accommodate funeral homes when possible.

**Rule 10:** The cemetery management, and the employees of the cemetery, are the only persons who will be permitted to open graves with the exceptions:

- (a) When the cemetery is directed to make a disinterment by the order of a court of competent jurisdiction and a certified copy of such order has been filed with the cemetery management.
- (b) When the coroner directs the disinterment for the purpose of holding an inquest and has filed, with the cemetery management, has signed authorization to release the body to himself and his lawful agents. In such case, the disinterment must be made by the coroner or his lawful agents or other appropriate state agents. Cemetery employees will not be permitted to assist in the disinterment.

**Rule 11:** In order to maintain a high standard of care, and to eliminate sunken graves caused by the collapse of wooden boxes, and to give peace of mind to the remaining bereaved families, the cemetery management requires all burials be made in outside containers made of natural stone, metal, or reinforced concrete. No wooden boxes will be permitted. All outside containers should be made and installed as to meet specifications established by the cemetery management. Outside containers may be procured from any source, provided they meet the established specifications.

**Rule 12:** All charges for interment or services in connection therewith, shall be paid to the cemetery staff prior to services being rendered, unless a prior agreement has been made and approved by cemetery management.

**Rule 13:** Repealed.

**Rule 14:** Repealed.

**Rule 15:** Besides being subject to these Rules and Regulations, all interments, disinterment's, and removals are made subject to the orders and laws of the properly constituted public authorities.

**Rule 16:** The cemetery management shall not process a burial order until proper verification is received from the funeral home and will not be responsible for any mistake occurring from lack of precise and proper instructions as to the particular space, size of grave, and location in the plot where interment is desired.

**Rule 17:** The cemetery management will not be responsible or liable for the interment permit nor for the identity of the person sought to be interred.

**Rule 18:** During a disinterment, at no time shall a casket be opened within the cemetery grounds, nor shall any employee be involved in the opening of a casket.

#### **SECTION VIII-PLANTS AND SHRUBS:**

**Rule 1:** The Cemetery Management will undertake to maintain, as may be practicable, the planting of trees and shrubs, to preserve and maintain landscape features, but does not undertake to maintain individual planting of shrubs or plants.

**Rule 2:** There shall be no plantings of trees, shrubbery, vines, flowers or plants nor sowing of any seeds of any description allowed on cemetery grounds unless planted by cemetery staff in areas designated appropriate by the cemetery management. Citizens wishing to donate items for planting may contact the cemetery management. Cemetery management reserves the right to designate the location and types of all plantings within the cemetery and may also refuse planting requests as deemed necessary. The cemetery also will not be responsible for the replacement of any donated plantings for any reason.

**Rule 3:** The cemetery management suggests and encourages the decoration of graves; however, the cemetery will be cleaned of all flowers and decorations four times a year. This removal includes any memorial items remaining in vases or on the mausoleum or columbarium. All memorial items within the cemetery will be removed and disposed of by staff. No exceptions will be made. Cemetery staff will not be responsible to hold memorial items to be picked up at a later date. At no time, will cemetery staff authorize anyone, other than the original purchaser, to take memorial items either before, during or after the regularly scheduled flower removal. The times set for removal of all decorations are the first Monday

in February, the second Monday following Easter, the first Monday following Memorial Day and first Monday in October, all of which removals will start at 8:00 a.m.

**Rule 4:** Containers of any kind may be used for decoration purposes; this includes wrought iron baskets hangers, but they also will be disposed of during the regularly scheduled decoration removals. The digging of holes, mutilating, or disturbing the turf upon any lot or plot is strictly prohibited.

**Rule 5:** The cemetery management shall have the authority to remove all floral designs, flowers, weeds, trees, shrubs, plants, or herbage of any kind from the cemetery as soon, in the judgment of the cemetery management, they become unsightly, dangerous, detrimental, diseased, or when they do not conform to the standards maintained. This includes any donated plantings that are deemed necessary for removal.

**Rule 6:** The cemetery management shall not be liable for floral pieces, baskets, or frames in which, or to which, such floral pieces are attached.

**Rule 7:** The cemetery management shall not be responsible for frozen plants or herbage of any kind, or for plantings damaged by the elements, thieves, vandals, or by other causes beyond its control.

**Rule 8:** The cemetery management reserves the right, but is not obligated, to prevent the removal of any flowers, floral designs, trees, shrubs, or other herbage of any kind which is sought to be removed without the cemetery management's consent.

#### **SECTION IX-SPECIFICATIONS FOR MEMORIAL WORKS:**

**Rule 1:** In that orderly business procedure is necessary to permit sound operation of the cemetery for and in the interest of all lot owners and the community which it serves; these specifications are the result of careful study and reasonable application of the "memorial ideal." These specifications are not designed to hinder or be harmful to anyone, and upon due consideration, will stand the test of reason. No one should deliberately violate the reasonable requirements of the cemetery management.

**Rule 2:** To avoid the appearance of congestion, only one central or family memorial or one bench shall be placed on a family half lot, or one of each on a full lot only.

**Rule 3:** For the best interest and protection of the lot owner, memorials, of cement, artificial stone, compositions, wood, tin, or iron, will not be permitted. The exception to this rule is a lot owner, with cemetery management approval, may use a temporary marker for up to 30-days with the purpose of replacement once the permanent marker or monument is installed. cemetery management reserves the right to approve or disapprove the type of temporary marker to be used.

**Rule 4:** Individual and or family mausoleums or tombs are not permitted.

**Rule 5:** For the protection of all lot owners, it is necessary that persons erecting, cleaning, or repairing memorials obtain cemetery management approval, and, in doing such work, comply with the reasonable direction of the cemetery. The persons or firm requesting such approval may be required to furnish satisfactory evidence of their ability to properly perform the work proposed.

**Rule 6:** Out of respect, and for other obvious reasons, all work of any description should cease while a funeral or interment is being conducted nearby. It is also required that trucks and workmen withdraw to a reasonable distance from the location of the funeral service.

**Rule 7:** Approaching the bereaved for the purpose of soliciting any business within the Cemetery is recognized as an insensitive business practice and, therefore, will not be permitted.

**Rule 8:** To properly perpetuate memory, all monuments and markers will be of first quality granite, marble, or other natural stone. The quarrier must guarantee to the cemetery management that such material will be free from components which cause rust stains, and from natural faults which might cause checks or cracks.

**Rule 9:** Should any such fault develop within five years from date of placement in the cemetery, the faulty stone will be replaced without cost to the cemetery or lot owner, this replacement to be made by



the quarrier, the manufacturer assuming the cost of fabrication in accordance with the long-established custom of the industry.

**Rule 10:** All manufacturers or finishers (including quarrier, manufacturers, wholesalers, and retailers) warrant to the cemetery that monuments and markers will be of first quality granite, marble, or other natural stone and will be finished in accordance with the trade standards of good craftsmanship. If any fault resulting from improper finishing or lettering develops within five years from date of placement in the cemetery, the faulty stone will be replaced by its manufacturer, without cost to the cemetery, lot owner, or quarrier.

**Rule 11:** Monument builders agree to set monuments in conformity with cemetery requirements, and in accordance with the trade standards of proper handling and setting. If any fault resulting from improper setting develops within five years from date of placement in the cemetery, such fault will be rectified by the dealer, without cost to the Cemetery, lot owner, or quarrier.

**Rule 12:** Where foundations for monuments and markers are installed by the cemetery, the charges will be reasonable, uniform, and published. If any fault resulting from improper installation of foundation develops within five years from date of installation, the cemetery management shall rectify the condition without charge to others. Every foundation is to be the full size of the base of memorial and finished two inches below grade at top.

**Rule 13:** To be considered first class workmanship, a memorial is not to show unsightly point or tool marks or staining from process of manufacture.

**Rule 14:** Size alone is not necessarily a measure of memorial value. Often a small memorial of select, sound material and exquisite workmanship will enhance the appearance of the lot more than mere bulk. Lot location should be studied and an effort made, whenever possible, to avoid having the memorial the same size and styles as others nearby. The monument builder should be ready and willing to counsel with the lot owner and the cemetery authorities on the memorial plan for the advantage of all concerned.

**Rule 15:** A family desiring an upright monument must own four or more graves in a single lot with two graves on east and two graves on west before the family can have an upright monument. Upright monuments can only be placed in an established upright monument section of the Cemetery. The size of a family memorial should be governed according to the ratio of its face area (length multiplied by height) to the superficial area of the lot and the ration of its length (greatest horizontal dimension) to the average width of the lot. The face area of each piece of the memorial is to be figured separately. It seems advisable that the face area of the memorial should not exceed 15% of the superficial area of the lot and its length should not exceed 15% of the superficial area of the lot and its length should not exceed 60% of the average width of the lot. The following table gives examples:

<b>Dimensions of lot Length and Width</b>	<b>Superficial Area of Lot</b>	<b>Maximum length of Base from End to End</b>	<b>Max. superficial Area in face of Monument</b>
<b>20' x 10'</b>	<b>200 sq. ft.</b>	<b>6'</b>	<b>30.0 sq. ft.</b>
<b>20' x 20'</b>	<b>400 sq. ft.</b>	<b>12'</b>	<b>60.0 sq. ft.</b>

The above suggestions are for maximum use only. For many reasons, it is often desirable to build a memorial less than maximum.

**Rule 16:** For harmonious appearance, where a base and name stone are used, the base should be of the same material as the name stone.

**Rule 17:** Individual grave markers are to be of size determined by the cemetery management. The maximum size for a single marker is 2'6" x 1'4". On lots having center, or family monument, markers shall

be set at end of grave farthest from the base of the monument. In all other sections, individual markers shall be placed according to location specified by the Cemetery Management. The only deviation of this rule is placing of a Veteran's marker by the headstone if a double marker already exists on the grave.

**Rule 18:** Double and single markers shall have a minimum thickness of four inches and shall be uniform. The bottom of every stone must be dressed to an even level bed so that it will stand plumb, resting firmly and level on the foundation. All joints on memorials must be sealed against moisture and with non-staining material.

**Rule 19:** Lot corner marker posts, whenever permitted, must be of monumental stone placed level with grade. Initials must be incised (cut in), not raised.

**Rule 20:** To avoid errors, it is required that a sketch, drawn to scale (unless otherwise permitted), showing design and complete inscription in detail with all dimensions, be submitted in duplicate and that approval, in writing, be secured from the cemetery management before the foundation for any memorial will be installed. Foundation fees must be paid previous to the installation of the foundation. It is important the approval of the material, style, and size of the memorial be secured before commencing work upon the memorial. It is the responsibility of the monument company or funeral home to obtain a written verification.

**Rule 21:** So that all memorials shall be appropriate in appearance, adding to the beauty of the cemetery, it is necessary that the cemetery management retain authority to reject any plan or design for a memorial which, on account of size, design, or inscription, is unsuitable to a lot on which it is to be placed. If the plan for the memorial is rejected, such rejection shall be made within fifteen days and explanation given. Upon application, any rejection shall be promptly reviewed by the city manager and his/her decision may be appealed to the mayor and city council.

**Rule 22:** Duplication of any copyrighted or individually designed monument or mausoleum is an injustice to the owner of the original and therefore, will not be permitted in a locality of noticeable proximity to the original without permission of the owner of the original.

**Rule 23:** Photographing of monuments or making detailed measurements and drawings of same for the purpose of duplication or copying of designs will be forbidden, except upon written permission of the owner of the memorial and the approval of the cemetery management.

**Rule 24:** Should any monument become unsightly dilapidated, or a menace to visitors, the cemetery management shall have the right to either correct the condition or remove the same at the expense of the lot owner.

**Rule 25:** To encourage appropriate design and high quality of workmanship, insignia, is permitted provided that such insignia is sand blasted into the material without pigmentation, and is not more than two square inches in total area.

**Rule 26:** Properly registered copyright notices will be permitted, but it is the responsibility of the family to obtain all appropriate releases.

**Rule 27:** All workmen employed by outside firms, while in the cemetery, are subject to reasonable regulations of the cemetery management.

**Rule 28:** The cemetery management, at its expense, may, without any liability, correct any error that may occur in the placing of a foundation or memorial.

**Rule 29:** The gold leafing, painting, coloring, enameling, lacquering, gilding, or bronzing of letters or other parts of memorial is not recommended. The cemetery will not be responsible for any type of damage related to these items when they are used.

**Rule 30:** The reproduction of a photograph on glass, porcelain, or other material is not recommended. The cemetery will not be responsible for any reason for the replacement or repair of any photograph on glass, porcelain, or other material that is placed on any marker or monument within the cemetery. Any

photo that is set in a flat marker must be recessed to be completely flush with the top surface of the marker.

**Rule 31:** Symbols, as of faith, hope, and love, as well as religious symbols such as the Cross, or Star of David and emblems of fraternal and military organizations contribute to the significance of the memorial. Epitaphs decidedly add personality to the memorial. It is, therefore, recommended that symbols, epitaphs, and historical inscriptions be used whenever possible.

**Rule 32:** Monumental stone, being a natural product, is difficult to conform, through fabrication, to absolute dimensions. Therefore, the following tolerances will be accepted:

When 5-inch to 10-inch inclusive in thickness, the name-stone may have a tolerance of ¼ inch over or ¼ inch under the specified dimension. When more than 10-inches thick, the tolerance may be ½ inch over or under the specified dimension. Other dimensions of memorials may have a tolerance of ½ inch over or under the specified dimension.

**Rule 33:** No single flat or double flat marker will be allowed to be set in concrete or to be allowed to have a collar. Cemetery management is also not responsible for any collars that were placed within the cemetery previous to this rule being enacted.

**Rule 34:** Cemetery staff will do the installation of all flat markers and will prepare foundations for all upright monuments. Outside vendors will not be allowed to perform these services on cemetery grounds.

**Rule 35:** Government issued flat veteran's markers will be set free of charge. No upright Veteran's markers will be allowed. The government issued veterans marker must be marble, granite or bronze. All bronze markers must be placed on a granite or marble base. Concrete bases will not be allowed.

#### **SECTION X-MAUSOLEUM MEMORIAL BENCH POLICY:**

**RULE 1:** The cemetery management and donor will select a site in the mausoleum bench area. The donor must have a crypt paid for in the mausoleum in order to provide a mausoleum memorial bench. All bench must be set in place within twelve (12) months after purchase of site. Only one memorial bench is allowed per family.

**RULE 2:** All mausoleum memorial benches will be a maximum of (4) foot black granite only without a back.

**RULE 3:** The donor will select the memorial company to purchase their bench. The selected company will set the bench and schedule the installation with the cemetery management.

#### **SECTION XI-ADOPT-A-FLAG PROGRAM**

**RULE 1:** The Adopt-A-Flag program is open to anyone wanting to purchase an American Flag to be displayed within the cemetery grounds on Memorial Day Weekend (Saturday, Sunday, and Monday), Fourth of July, and Veterans Day. Cemetery staff will be responsible for the placement of these flags on designated days.

**RULE 2:** The fee will be a one-time \$50.00 charge per flag to be displayed. This includes the flag, pole, and memorial plaque. The memorial plaque will either state: "In Memory of" or "In Honor of" with the name of the person or persons being memorialized or honored. All flags when purchased become the property of the cemetery.

**RULE 3:** The flags will be placed throughout the cemetery at the discretion of the cemetery staff. Adopt-A-Flags will not be placed on individual plots, but will be put along the roadways throughout the cemetery. Flags may be placed in different areas of the cemetery each time they are displayed. Cemetery staff will not designate a specific place for flags to be placed.

**RULE 4:** When there is inclement weather, flags may not be placed within the cemetery on designated days. Cemetery management will be solely responsible for this decision.

**SECTION XII-ENFORCEMENT OF RULES, REGULATIONS, AND SPECIFICATIONS:**

The cemetery management is hereby empowered to enforce all Rules and Regulations, and specifications and to exclude from the cemetery any person or persons violating the same. The cemetery management shall have charge of the grounds and buildings, including the conduct of funerals, traffic, employees, plot owners, and visitors, and, at all times, shall have supervision and control of all persons within the cemetery. Some activities may be criminal pursuant to federal law, state law or city ordinance. In such cases, cemetery management reserves the right to have such activities investigated and prosecuted.

**SECTION XIII-PENALTY:**

Any person, firm, corporation or association who shall violate any of the foregoing Rules and Regulations of the City, may be deemed guilty of a crime, and, upon conviction thereof, shall be subject to penalties as prescribed by Oklahoma Statutes and City ordinances. Further, such person, firm, corporation or association, whether charged with a crime or not, may be barred from entering the cemetery by cemetery management, and by doing so, could be charged with the offense of trespass.

**SECTION XIV-CEMETERY COSTS AND FEES:**

The following will be the costs and fees associated with the G.A.R. Cemetery in the City of Miami.

G.A.R. CEMETERY  
2801 N. MAIN-P.O. BOX 1288  
MIAMI, OK 74355-1288  
(918) 541-2288, FAX: (918) 542-2124

RATES EFFECTIVE AS OF FEBRUARY 16, 2018 AS APPROVED BY THE MAYOR AND THE MIAMI CITY COUNCIL.

Opening and Closing Fees:

Adults.....	\$450.00
Infants .....	\$100.00
Ashes .....	\$150.00
Two Urns in One Grave,.....	\$175.00
Buried at the Same Time (No more than two urns will be placed in one grave.)	

Disinterment:

Removal to another Cemetery.....	\$1,000.00
Relocation within G.A.R. ....	\$1,500.00

Overtime:

Weekdays-After 4:30 p.m. (Per Hour).....	\$150.00
(No funerals scheduled after 2:00 p.m. on weekdays)	
Saturday Funerals .....	\$400.00
(No funerals scheduled after 10:00 a.m. on Saturdays. Additional \$150.00 per hour after 12:00 p.m.)	

Purchase Price of Plots:

Single Plot .....	\$400.00
(Garden of Hope is the only section available for single plots.)	

Companion Plot ((2) e.g.: Garden of Peace).....	\$850.00
Cremains Plot .....	\$250.00
Infant Plot .....	\$100.00
(Infant age limit is two years old.)	
Monument Section (e.g.: Garden of Faith/Garden of Serenity).....	\$1,600.00
(Must purchase a minimum of (4) plots.)	

**Purchase Price of Crypts and Niches:**

Mausoleum (Single Crypt).....	\$3,000.00
Mausoleum (Companion Crypts (2)).....	\$5,800.00
Columbarium (Single Niche).....	\$950.00
Columbarium (Companion Niches (2)).....	\$1,800.00

**Miscellaneous Fees:**

Vase Setting (Per Vase).....	\$30.00
Cemetery Certificate Reissue (Per Certificate) .....	\$25.00
Land Resale by Cemetery: A 10% Administration Fee will be retained for all Land Resales handled through the cemetery.	

**Marker/Foundation Setting Fees:**

Single flat Veteran's marker.....	\$NO CHARGE
Single Flat Marker .....	\$100.00
(Up to a 2'6" x 1'4"-Maximum allowable size for a single plot.)	
Double Flat Marker.....	\$200.00
(Up to a 5' x 1'4"-Maximum allowable size for a double plot.)	
Flat Baby Marker .....	\$50.00
(Up to a 2' x 1'-Maximum allowable size for a baby plot.)	
Upright Monument Foundation (Half Lot).....	\$200.00
(4 Plots-Up to a 6' Base)	
Upright Monument Foundation (Full Lot).....	\$400.00
(8 Plots-Up to a 12' Base)	
(Cemetery staff does all setting of flat markers and vases, and prepares all foundations for upright monuments.)	