

Rules of the  
ARLINGTON EAST HILL CEMETERY  
ASSOCIATION

Arlington, Indiana  
Rush County

ARTICLE I  
Visitors

Visitors are reminded that the Cemetery grounds are sacredly devoted to the interment of the deceased, and that a strict observance of the proprieties due such a place will be required, whether or not specifically embraced in these rules. No impropriety will be permitted to pass unnoticed.

The Sexton is charged with seeing that the rules are observed. All well-disposed persons will confer a favor by informing the Sexton of any breach of these rules that may come under their notice.

1. The Cemetery will be open to the public at sunrise and closed at sunset. No one is allowed in the Cemetery after dark.
2. Heavy loads will not be permitted to enter the grounds except by special permission from the Sexton.
3. All vehicles must not be driven at a speed exceeding fifteen miles per hour. No vehicles are allowed off the drives except by special permission from the Sexton.
4. All persons are prohibited from damaging or defacing any monument, marker, or other structure in or belonging to the Cemetery.

5. Persons with firearms will not be admitted to the grounds except when participating at military funerals or in Memorial or Veterans Day exercises or by special permission of the Sexton.
6. Persons having refreshments of any kind will not be permitted to bring them within the Cemetery grounds except by special permission from the Sexton.
7. Children will not be admitted unless attended by an adult who will be responsible for their conduct.
8. Pets must be on a leash and pet owner is responsible for clean-up of any pet excrement on the Cemetery grounds.
9. Any persons violating any of these rules or offending against the proprieties due the Cemetery will be compelled to leave the grounds at once.

ARTICLE II  
Grave Spaces

1. Persons desiring to purchase grave spaces in the Cemetery will be required to pay 100% of the purchase price in cash, check or money order; or enter an installment contract with the Association to pay over a period of time. In no case shall a certificate of burial rights be executed for any grave space until the same has been paid in full. The selling price of a grave space is determined by the Cemetery Board.
2. Anyone wanting to sell their burial rights must give the Cemetery Board the first right of refusal at the original purchase price.
3. All certificates when executed shall be construed as simply granting the original purchaser of the grave space or spaces conveyed the right to use said space or spaces for burial purposes

for the interment or inurnment of the purchaser and such other persons as specified by the purchaser.

4. Grave spaces shall not be used for any other purpose than as a place of interment or inurnment for the deceased human.
5. All grave space owners are prohibited from selling their rights in whole or in part, or from transferring the same without the consent of the Cemetery Board. A fee approved by the Cemetery Board will be charged for transferring a certificate.
6. Owners of grave spaces or their successor or successors in burial rights shall not under any circumstances allow interment or inurnment to be made in their space or spaces for remuneration.
7. No interment or inurnment will be allowed until payment for the lot is provided for as set out in Rule 1 of Article II, and after the first burial, no additional interment shall be permitted in any space or spaces not paid in full, except by special consent of the Cemetery Board.
8. The right is reserved by the Cemetery to require at least forty-eight hours or two working days (Monday thru Friday) notice prior to any interment or inurnment.
9. The right is reserved by the Cemetery to require at least forty-eight hours or two working days (Monday thru Friday) notice prior to any disinterment of a body or removal of cremation remains.
10. Unless otherwise approved by the board, no interment, inurnment, disinterment, removals or interment service will be permitted on Sunday, New Years Day, Thanksgiving Day, or Christmas Day; except in case of death from a contagious disease, and then only when ordered by the Board of Health.

11. The Cemetery Board may adjust pricing for other Holidays that fall on a Monday through Friday to match the Saturday pricing. The Holidays currently recognized by the board for such pricing adjustments are: Martin Luther King, Jr. Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, and Christmas Eve.
12. A properly executed burial permit will be required for interment of all bodies and inurnment of cremated remains.
13. When an interment is to be made, the owner of the grave space or his successor or successors in burial rights, or someone authorized in writing to do so, shall satisfactorily communicate with the Sexton or; if requested, come to the Cemetery to locate the grave. The Cemetery will not be responsible for errors in locations.
14. 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 have not been complied with. The Cemetery Board shall be under no duty to give consideration to any protests of interments unless they are in writing and filed with the Secretary of the Cemetery Board.
15. The preparation of graves and openings for interments, inurnments, disinterment or removals will be done only by contractors of the Cemetery. The prices for these services will be determined by the Cemetery Board.
16. No Cemetery official or contractor will be permitted to open the lid of a casket at any time under any circumstances.
17. Every interment or inurnment underground shall be made in an outer container of stone, concrete or metal, or a combination thereof, of sufficient strength and durability to constitute a reasonable permanent support for the weight above such

container. The Cemetery will not accept plastic or vinyl vaults or 22 gauge steel vaults.

18. In Sections 1 thru 8 and 10, Each burial space is allowed one traditional burial or up to two sets of cremated remains interred. Cremation vaults may not be placed on top of a casket vault.
19. In All Sections, any inurnment of cremated remains not underground shall be made in a headstone or columbarium built specifically for such purpose. Spreading of cremated remains is strictly prohibited within the cemetery.
20. The disinterment and removal of a body or ashes will not be made without the consent in writing of all of the next of kin of the person whose body is to be removed unless approved by the Cemetery Board.
21. The Cemetery will exercise all reasonable precautions in making a removal, but it will be under no liability for damage to any casket, burial case, urn or monument incurred in making the removal.
22. The Cemetery reserves the right to correct, without liability for the payment of damages, any errors which may be inadvertently made by it either in making interments or disinterment, or in the description, transfer or conveyance of deeds or certificates of burial rights, and to substitute and convey in lieu of other property of similar nature and location insofar as possible, or in the sole discretion of the Cemetery Board, to refund the amount of money paid on account of said purchase. When such error is in respect to the interment of the remains of a deceased person in such property, the Cemetery reserves the right to remove and transfer such remains to other property of similar nature and location.

23. No grading, landscape work, improvement or maintenance on any grave space or lot shall be done except by contractors of the Cemetery. New and sunken graves will be filled level with the lawn and seeded as soon as possible.
24. Arlington East Hill Cemetery gives every grave and lot perpetual care. The term "Perpetual Care" shall be held to mean the cutting and trimming of grass at reasonable intervals, pruning of trees as necessary and the preservation of the graves, lots, grounds, drives and boundaries so that the premises will be and remain reasonably cared for as cemetery grounds.
25. All persons are prohibited from planting flowers, trees, shrubs or plants on grave spaces. Flowers may be planted in urns and placed at the end of the monument. No vases bolted together or with loose ornaments will be permitted to be brought into the grounds. Money may be donated for trees; however they will be placed at the discretion of the Cemetery Board.
26. Unfilled vases and urns will be removed after July 1<sup>st</sup> of each year.
27. Floral designs or other decorations will be removed from graves as soon as the flowers become wilted or unsightly and persons wishing to retain the same must remove them within 48 hours after the funeral.
28. Winter decorations, holly, evergreen, or artificial wreaths may be placed on graves beginning 3<sup>rd</sup> weekend of November and may remain until 1<sup>st</sup> weekend of March after which date all such decorations will be removed.
29. No flowers (real or artificial) or anything lying on graves or stuck in the ground are permitted during mowing season from 1<sup>st</sup> weekend in March thru 3<sup>rd</sup> weekend in November. The only exceptions are decorations for Memorial Day. Decorations may

be placed on graves one week before Memorial Day and removed by the Sunday following the holiday. During mowing season, everything must be in vases or urns, on cement or mounted on monuments. No glass containers, no wire baskets and no flowers mounted with wire stuck in the ground are allowed. Cleaning of headstones and maintenance of solar lights are the sole responsibility of the owner. The Cemetery Board members, employees, and contractors are not responsible for any solar light, decoration item, or trinket that becomes broken. Any item that is not allowed or is not attached properly will be removed by an employee or officer of the Association and discarded.

30. Trellises of any kind are prohibited.
31. Only one shepherd hook is allowed per grave and only if there is a headstone. Due to the hazard it creates for the person mowing, the shepherd hook must be placed at the end of the headstone as close as possible and must be of sufficient height for the flowers to hang above the headstone. All shepherd hooks must be made of only good quality steel. No hooks made of aluminum, wood or any kind of pipe is allowed. If a shepherd hook is not installed properly, it will be removed. In addition, if a shepherd hook has not been used within two years, it will be removed.
32. Toys, cases, boxes, globes, shells, cans, jugs, bottles, glass, wire, ceramics, or other similar items are prohibited. Any such articles found in the Cemetery grounds will be removed and discarded.
33. Private fences, curbing or stone enclosures around lots and graves will not be permitted.
34. The burial space owner or his successor or successors in burial rights shall have the right to erect proper monuments

strictly subject to the pertinent provisions of the Rules governing same.

35. If any monument or effigy, or any structure or object whatever, or any inscription of any character, be placed in or upon any lot or grave which shall be determined by the Cemetery Board to be or to have become offensive, improper, dangerous or injurious to the appearance of the surrounding lots or graves, the Sexton shall have the right and it shall be his/her duty to cause the same to be removed.
36. If any vault, tomb, above ground crypt or private estate or like structure in which bodies are interred, having been erected in or upon any burial spaces, shall fall into a state of dilapidation or decay, which shall be determined by the Cemetery Board to be offensive or in any way injurious to the appearance of the surrounding burial spaces or graves and no adequate provision is or has been made by the owner for the repair and preservation of such structure, the Sexton shall have the right and it shall be his/her duty to enter upon such burial space and remove such offensives or unsightly structure and enter the body or bodies in the earth within said burial space, thereafter maintaining the burial space in good condition in the same manner as is the care of other burial spaces where earth burials are made.
37. The Cemetery shall in no event be liable for loss or damage from causes beyond its control, or for loss or damage caused by the elements, acts of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or the order of any military or civil authority, whether the loss or damage be direct or collateral. The Association does not have insurance coverage on the headstones or other items placed on the grave. It is the responsibility of the owner or their heirs to have insurance on these items.



38. The management and conduct of the Cemetery is under the control of the Cemetery Board, who have the right hereby expressly reserved, at any time to change, modify or add to these Rules whenever in their judgment the best interests of the Cemetery and the grave owners require it.

ARTICLE III  
Monuments and Vaults

1. All foundations for all stone work must be built by contractors of the Cemetery or authorized by the Cemetery Board and under the supervision of the Sexton. All foundation or other cement work for urns must be paid in advance.
2. All monuments and markers must be of a good quality of granite or marble adapted to such purposes. No other material will be allowed in the Cemetery grounds. Military markers must be placed on the monument at the head of the grave or in a foundation at the head of the grave.
3. All monuments must be placed at the head (west end) of the grave.
4. In sections 1 thru 8, the maximum width of a monument base is 22 inches, the maximum length of a monument base is 44 inches, and the maximum height of all monuments is 54" including the base.
5. All monuments designed to hold cremated remains are restricted to maximum of 2 niches, except as noted in Article V - Section 11.
6. Vaults, tombs, or mausoleums, partly above ground and partly underground, or wholly underground with an entrance above

ground will not be allowed. Surface vaults, vaults in the ground at the surface, covered by a slab, are not allowed.

7. All grave spaces must be paid in full before any marker or monument can be placed on the grave.
8. Foundations will be installed by the Cemetery twice a year, spring and fall. Orders must be received by April 1<sup>st</sup> and September 1<sup>st</sup>. No foundations will be installed between June 1<sup>st</sup> and September 1<sup>st</sup> or between November 1<sup>st</sup> and March 1<sup>st</sup> unless approved by the Cemetery Board.
9. Before ordering monuments or markers, grave space owners must consult the Sexton to determine if there is space on the lot for the desired monument or marker.
10. The name or inscription on each monument, vault or marker must correspond with the name and record in the office of the Cemetery and no changes shall be made thereon except upon written request of the proper parties and by permission of the Sexton.
11. No monument or marker shall be removed from the Cemetery, except by contractors of the Cemetery unless the written order of the burial space owner or his successor or successors in burial rights is presented to the Cemetery Board and permission is granted by the Cemetery Board.
12. All contractors and their employees involved in the construction and installation of vaults, erections of monuments, landmarks or any other work must be subject to the control and direction of the Sexton. Any contractor and their employees failing to conform to the rules of the Cemetery and failing to properly perform the work for which they have been engaged will not be permitted afterward to work on the grounds.

ARTICLE IV  
Section 10 – Honor Park

If not specified in this article, all other Rules of the Cemetery still apply within the designation of the Honor Park Section. We have adapted some Rules to give the Honor Park a more structured appearance to further honor our Veterans and First Responders.

1. All foundations for all stone work must be built by contractors of the Cemetery or authorized by the Cemetery Board and under the supervision of the Sexton. All foundation or other cement work for urns must be paid in advance. All foundation will be 50" X 24" in size, unless covering two traditional burial spaces (honoree and spouse) in specified lots. If covering two traditional burial spaces, the foundation can be centered over the two spaces and measure from 50" up to 100" X 24" in size.
2. All monuments and markers must be of a good quality of granite or marble adapted to such purposes. No other material will be allowed in the Cemetery grounds. Military markers must be placed on the monument at the head of the grave or on a foundation at the head of the grave.
3. In Lots, 9, 10, 13 & 14 – only specific columbaria can be placed and will be faced towards center per the direction of the Sexton for uniformity. Only small Military or First Responder bronze plaques can be utilized and must be mounted and centered on solid/back side of columbaria.
4. All monuments must be placed at the head of the grave. In remaining sections, not listed in #3, all columbaria units and monuments will be faced to the East for uniformity.
5. In Section 10 – Honor Park, the maximum width of a monument base is 18 inches, the maximum length of a monument base is 44

inches, and the maximum height of all monuments is 48” including the base.

## ARTICLE V

### Section 11 – Family Columbaria Units

If not specified in this article, all other Rules of the Cemetery still apply within the designation of Section 11. We have adapted some Rules to give Section 11 a more structured appearance.

1. All foundations for all stone work must be built by contractors of the Cemetery or authorized by the Cemetery Board and under the supervision of the Sexton. All foundations must be paid for in advance. All foundations will be 50” X 24” in size.
2. In Lots 5 thru 14 – only specific 4 niche and 6 niche columbaria units will be placed.
3. In Lots 15 thru 20- columbaria must be of a good quality of granite or marble adapted to such purposes. No other material will be allowed in the Cemetery grounds. Columbaria are restricted to 4 and 6 niche designs with inurnment access from one side only.
4. All columbaria in this section will be placed on the west end of the space and faced towards the east per the direction of the Sexton for uniformity.
5. All Military plaques must be adhered to the back side (west side) of the columbaria. No military markers will be placed on the ground or on a separate foundation.
6. In Section 11 the maximum width of a monument base is 18 inches, the maximum length of a monument base is 44 inches, and the maximum height of all monuments is 54” including the base.

ARTICLE IV  
Above Ground Crypts and Private Estates

The erection of a Private Estate or Above Ground Crypt is no longer permitted in the Cemetery.

ARTICLE VI  
Perpetual Care Fund

The Perpetual Care Fund is designated by law and 15% of burial space sales and \$20 per niche sales, in addition to donations made to the Perpetual Care Fund, shall be placed in the Rush County Community Foundation AEHCA Fund.

ARTICLE VII  
Mission Statement

The Cemetery Board of the Arlington East Hill Cemetery is dedicated to maintaining the Cemetery as a place of memories of the deceased and comfort for the living and to that end will abide by the Rules and Regulations as mandated by the Indiana State Legislature.

Revised January 2022