Mary Queen of Peace
Catholic Church & School

MARY QUEEN OF PEACE CATHOLIC CHURCH
St. Martin & St. Walburga Cemetery Guide

The Catholic Church of Mary Queen of Peace owns and operates St. Martin Cemetery and St. Walburga Cemetery in accordance with the Laws of the State of Minnesota. These Rules and Regulations established by the Church Administration Commission and Cemetery Committee reserve the right to adopt additional rules and regulations or to amend or repeal any of the Rules and Regulations at any time and without notice. The Church reserves the right to refuse admission to the Cemetery and to refuse the use of any of the Cemetery's facilities at any time to any person or persons whom the Management may deem objectionable to the best interests of the Cemetery.

GENERAL RULES

The Cemeteries were established primarily for the burial of registered members of the Catholic Church of Mary Queen of Peace but may be available to anyone approved by the Pastor. Religious ceremonies other than those of the Roman Catholic Church are not permitted in the Cemetery unless the consent of the Pastor has been obtained. No grave shall be used for any other purpose than for the burial of the human dead. Each lot is required to be designated with a full name and fully paid for prior to burial or placement of markers. A grave location fee will also be assessed at that time.

LOCATIONS OF OUR CEMETERIES

- St. Martin Cemetery is located 13705 Rogers Drive – just north of Interstate 94 and Highway 101 in Rogers.
- St. Walburga Cemetery located 12025 Fletcher Lane near St. Walburga Church in Rogers.

FEATURES OF OUR CEMETERIES

- Burial sites for a casket, cremation and infant burial are available at both cemeteries.
- Columbarium Niches available at St. Walburga Cemetery

BURIAL PRICING FOR CASKET, CREMATION AND INFANT BURIALS

Full Size Plot	Cremation Plot	Child 1 – 5 yr	Infant Plot
No more than 2 sets of Remains can be buried in One 4' x 8' or 4" x 10' plot; One cremation & one casket; Or two cremations.	No more than 2 sets of remains can be buried in one 4' x 5' plot.	No more than 1 remain shall be buried in one 4’ x 5’ plot.	No more than 1 remains can be buried in one 4' x 5' plot.
Parishioner - $800 for first interment, second interment $400.	Parishioner - $700 for first interment, second interment $350.	Parishioner - $100	Infant burial plot will be gratis (birth to 12 months-burial in Baby section)
Non-member - $1,600 for first interment, second interment $800.	Non-member - $1,400 for first interment, second interment $700.	Non-Parishioner $200	Infant burial plot will be gratis (birth to 12 months-burial in Baby section)

COLUMBARIUM PRICING**

NORTH SIDE	1	2	3	4	5	6	7	8
NF row 6, Top	$1200	$1200	$1200	$1200	$1200	$1200	$1200	$1200
NE row 5	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
ND row 4	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
NC row 3	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
NB row 2	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
NA row, Bottom	$1200	$1200	$1200	$1200	$1200	$1200	$1200	$1200

SOUTH SIDE	1	2	3	4	5	6	7	8
SF row 6, Top	$1200	$1200	$1200	$1200	$1200	$1200	$1200	$1200
SE row 5	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
SD row 4	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
SC row 3	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
SB row 2	$1400	$1400	$1400	$1400	$1400	$1400	$1400	$1400
SA row, Bottom	$1200	$1200	$1200	$1200	$1200	$1200	$1200	$1200

Second inurnment in single niche is $600.00

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****PRICING FOR NON-REGISTERED FAMILIES**

If you are a Former / Non-Parish Member, or Inactive Parishioner, prior approval must be made by the Pastor. Please call the parish office at 763-428-2585.

Rows 1 and 6 - $2,400
Rows 2, 3, 4 and 5 - $2,800

Second inurnment - $800.00

Payment must be made in full, to the parish office, within 30 days after selection of Niche(s). After 30 days have elapsed Niche selections will not be held.

Payment must be made in full prior to a burial.

ADDITIONAL COLUMBARIUM COSTS

Fee for required niche plaque is $446.00
Fee for opening/closing niche is $100.00

Cross Emblem included in niche price
Additional Emblem(s) are $100.00 each

The remaining scroll fee is $135.00 (added after initial plaque order)

Mary Queen of Peace
St. Walburga Cemetery
COLUMBARIUM RULES AND REGULATIONS

1-Introduction

Today, many are searching for an alternative to ground burial that offers beauty and simplicity. A Columbarium houses burial chambers in which cremated remains are placed in a niche. Each niche identifies the person's name just as a monument does for a burial site. A columbarium burial in no way changes funeral services or memorial services for the deceased. This is just an alternative to the ground burial. Placing the ashes of the deceased in a niche in the Columbarium is a respectful, simple way to show honor to a deceased loved one. A Columbarium offers an environmentally sensitive solution to the traditional ground burial, therefore extending the life of an existing cemetery.

2-Purpose

The Columbarium at St. Walburga Cemetery has been created to provide for the spiritual well-being of the Mary Queen of Peace members at times of death and bereavement and to establish a final consecrated resting place, a symbolic statement of the unity of the Mary Queen of Peace community and a peaceful gathering place for families and friends. The Columbarium will provide space for depositing a crematory urn (inurnment) cremated human remains (cremains) of deceased Mary Queen of Peace members and other eligible people.

3-Governance

The Mary Queen of Peace Pastor has the ultimate responsibility for the management of the cemeteries. Mary Queen of Peace Cemetery Board will serve to advise the Pastor on matters related to the columbarium policies. The cemetery Sexton will be appointed by the Pastor for day-to-day operations & maintenance of the St. Walburga Columbarium.

4-Eligibility

Inurnment in the Columbarium is intended for the cremains of any member of Mary Queen of Peace, and members of his or her immediate family. Contact the Mary Queen of Peace parish office for further clarification. Former or inactive members of the parish must be approved by the pastor.

5-Fees

Fees include the following. Mary Queen of Peace reserves the right to change fees at any time.

1. The current one-time fee for the right of inurnment in the Columbarium for a single (11" X 11" X 11") niche.
2. Name plates with inscription of names and dates. Name plates are predesigned for uniformity and include one free emblem.
3. Opening and closing of niche.

Columbarium fees do not include the cost of cremation, urns, transportation or other off-premises costs.

6-Purchase of a Niche

If interested in purchasing a columbarium niche, please review the Columbarium Rules and Regulations. You may also call the Mary Queen of Peace parish office to request a packet of the documents. After reviewing the Columbarium Rules and Regulations, please contact the Mary Queen of Peace parish office for an appointment for niche selection.

Upon selection of a niche, the Purchase Agreement must be signed and dated. Purchase of St. Walburga Cemetery columbarium niche implies agreement to all Mary Queen of Peace 's Columbarium Rules and Regulations.

7-Selection of a Niche

An eligible purchaser will have the right to select any niche(s) which may be available at that time. If more than one purchase has been approved on the same date, the rights of preference shall be based on the date and time the signed and dated purchase agreements are received. No more niches will be sold to a family than those necessary to inurn the cremains of all eligible persons in the family. One urn per person. A predesigned plaque will be installed after payment and completion of appropriate forms.

8-Title & Retained Rights

The Certificate holder acquires no property rights in the Columbarium, any of its niches or any of Mary Queen of Peace property. Legal title to the Columbarium and all niches always remains with Mary Queen of Peace. The Burial Rights Deed attests only to the right to inurn the cremains of the person(s) named on the Burial Rights Deed in the specific niche listed on the Deed. Assignment of cremains to a specific niche shall constitute only authorization to use such niche pursuant to Columbarium Rules and Regulations, as amended from time to time. In the event of a discrepancy between the Certificate and the administrative records maintained by Mary Queen of Peace, the latter shall take preference.

9-Inurnment Procedure

A. Services:

Only Mary Queen of Peace's Pastor, or an ordained priest/minister invited by the Pastor of Mary Queen of Peace, shall be authorized to officiate at an inurnment service in the Columbarium. The committal service shall be at the convenience of the Pastor, Mary Queen of Peace and the family of the deceased to be inurned. A family representative is responsible for making inurnment arrangements with Mary Queen of Peace.

B. Urns

Each Niche in the Columbarium shall have a capacity to hold the quantity of two urns as designed. The container for cremated remains to be inurned shall be of material approved by Mary Queen of Peace and shall be of a size suitable for the niche. Single niche size is 11" X 11" X 11". Maximum height, width, depth of an urn allowed is 10.5". NO Cardboard Boxes. An additional urn is possible in certain situations. The name of the deceased shall be permanently affixed on a predesigned plaque.

C. Inscription on Plaques on Niches

- Plaques must be ordered at the same time as purchasing a niche
- Uniformity of inscription: The plaque inscription shall be in a uniform size and style as determined by Mary Queen of Peace. The purchase price of the niche in the Columbarium will not include the cost of such an inscription or the plaque.
- Conformity of Text: The maximum inscription shall be on the approved form and consist of the following: NAME OF THE DECEASED (No titles) Possible emblem options. DATE OF BIRTH - DATE OF DEATH. Month XX, XXXX) -(Month XX, XXXX) Certain professions can be recognized with emblems, based on available space (Military/Doctor/Nurse etc.) at an additional fee.
- Mary Queen of Peace will provide emblem options that must be purchased at the time of ordering a new plaque.
- Correctness of Inscription: An inscription order form will be provided by Mary Queen of Peace to be typed or printed in ink and signed by the person or persons entitled to do so. Arrangements for the inscription, in accordance with the name and dates so furnished, will be made by the Mary Queen of Peace Cemetery Board. The Cemetery Board shall be responsible only for such errors in the inscription as might be made by the party doing the inscription which deviates from the name and dates as filled in on the signed inscription order.

10-Transfer

All transfers will follow the cemetery's current procedures listed in the Cemetery Rules. Mary Queen of Peace retains the right of first refusal to purchase the unused inurnment rights from any Burial Rights Deed holder of such rights at the then current standard purchase price or the original purchase price, whichever is the lower, prior to the transfer or assignment of said rights to any new Certificate Holder. Any new certificate holder must meet the criteria in this document, Eligibility for Inurnment, and would be subject to approval by Mary Queen of Peace.

11-Niche Use

No cremains may be inurned in any niche except those for the persons listed on the Burial Rights Deed for that niche.

12-Security & Structure

Mary Queen of Peace will use reasonable care to protect all urns deposited in the Columbarium. Mary Queen of Peace disclaims all responsibility and shall be relieved from any liability for loss or damage from causes beyond its reasonable control, including, without limitation, damage caused by the elements, acts of nature, the common enemy, thieves, vandals, strikes, malicious mischief makers, explosions, invasion, or order of any military or civil authority, whether damage be direct or collateral.

13-Indemnity from Liability

Mary Queen of Peace and/or its successors shall not be liable for any damages or for any loss resulting from or to the Columbarium facilities, urns or any inurned remains. In addition, no

individual member of the staff of Mary Queen of Peace (including the Sexton), or member of the Cemetery Board designated to maintain or supervise the Columbarium, shall be personally liable for any damages or for any loss resulting from or to the Columbarium facilities, urns or any inurned remains. Mary Queen of Peace may carry such insurance for its own benefit relating to the Columbarium and contents as seen fit; however, there is no obligation upon Mary Queen of Peace, the Pastor or the Cemetery Board to provide any insurance for the benefit of the inurnment Burial Rights Deed holders.

14-Removal of Cremains

If after inurnment, a family member or other authorized individual desires to remove cremated remains entirely from the Columbarium, that request must be in writing, setting forth the reasons and circumstances for the request, including the authority of the person making the request. If Mary Queen of Peace is satisfied that the request is appropriate and has received an indemnity agreement from the requesting party, the request may be approved. If such request is granted, the entire amount of the fee and the Certificate shall be forfeited, and all rights of inurnment shall cease. Thereafter the niche shall become and be available for designation by Mary Queen of Peace for the use of other members or people eligible under the terms and conditions of these Rules and Regulations. Cremated remains may also be temporarily removed by Mary Queen of Peace while making repairs or improvements to the Columbarium. Otherwise, cremains may only be removed with the written consent of Mary Queen of Peace and a member of the deceased's family.

15-Personal Conduct in the Columbarium area

The Columbarium is Mary Queen of Peace property. All persons while in the Columbarium area are expected to conduct themselves in accordance with customary decorum as normally observed in a Catholic Church. The Sexton and the Cemetery Board are empowered to enforce the Columbarium Rules and Regulations and to exclude from the Columbarium area any person(s) violating the Rules and Regulations.

16-Flowers and Personal Decorations

To maintain the beauty of this setting, the placing of any items, such as toys, signs, wreaths, ornaments, taping of items or any other articles, not provided by Mary Queen of Peace, shall not be permitted on a niche or in or near the Columbarium area. Any of these items may be removed by Mary Queen of Peace and disposed of without notice or liability to the Certificate Holder.

17-Rules and Regulations

The Pastor and Cemetery Board, has discretion to make exceptions to these Rules, and Regulations as deemed necessary.

18-Access

The opening of any niche is prohibited by anyone other than the Sexton of the Cemetery or his /her appointee. A niche may only be opened by written request of the member's family or legal representative. Upon showing good cause, authorization can only be approved by the Cemetery Board provided that the committee reserves the right to seek advice of legal counsel on any

issue related to this or any other provision of these rules before granting any request. Any expenses associated with such opening must be paid prior to opening the niche. All such openings shall be documented by the Pastor and Cemetery Board.

19-Policy Change

The Cemetery Board reserves the right to amend, modify, or change the rules and regulations pertaining to the Columbarium Memorial Garden.

Mary Queen of Peace
CEMETERY RULES AND REGULATIONS

Introduction

"The bodies of the dead must be treated with respect and charity, in faith and hope of the resurrection. The burial of the dead is a corporal work of mercy; it honors the children of God who are temples of the Holy Spirit." *2300 Catechism of the Catholic Church*

Rules for Cremation Remains

- Cremation graves must be dug to 4' depth or to the top of existing vault.
- A vault for all urns is required.

Transfer of a Burial Plot

- Title to a burial plot(s) descends by trust agreement, will or Minnesota State Statutes.
- Transfer can only be by an affidavit signed by the purchaser.
- Transfer Fee - $125.00 should accompany a notarized affidavit.
    - The Parish of Mary Queen of Peace will not be responsible for any expenses related to acquiring an affidavit.

Right to Burial (Grave) Owners

If the "Right to Burial" owner of the grave is deceased, a burial or a second burial of either cremated remains or an infant is permitted if the surviving spouse grants permission. If there is no surviving spouse a 'Right to Burial' notarized letter must include names of every surviving child or children. If there is no surviving spouse or children, the administrator of the estate or the next of kin may grant permission through a notarized letter/affidavit. *(see general rules, ie notarized letter/affidavit)*

Interments

- Graves must be dug by a professional service recognized by The Church of Mary Queen of Peace.
- Monuments/markers must be installed by a professional service recognized by The Church of Mary Queen of Peace.
- The Church of Mary Queen of Peace will not be liable for the interment permit, nor the identity of the person interred.

Grave opening/closing contact:

Pelican Lake Nursery:
pelicanlakenursery@live.com
763-567-3118

Markers/Monuments

- The cemetery staff must approve size and location of all markers/monuments before they are installed.
- No marker/monument will be allowed in the Cemeteries of St. Martin and St. Walburga bearing signs, emblems or inscriptions contrary to the beliefs and traditions of the Catholic Church.
- Each person interred must have an identifiable marker/monument either combined or individual. (Markers, as used in this document refer to actual monuments whether they be above ground or are incorporated within the base pad as for flat monuments.)

Full Size (Single Grave) Markers

Flat markers and concrete base pad may be set flush at ground level. Other markers/monuments must be at least 18 inches tall not to exceed 6 feet tall* and set in a substantial concrete base pad with minimum 4-inch border flush with the ground.

- A custom base may require certain tall markers

The concrete base pad cannot exceed 24”x 42”; therefore, taking into consideration a 4” border, the base of the marker cannot exceed 16”x 34”

Double Gravesite

The concrete base pad cannot exceed 24”x 84”; therefore, taking into consideration a 4” border the base of the marker cannot exceed 16”x 76”

Cremation Markers

The concrete base pad cannot exceed 24”x 36”; therefore, taking into consideration a 4” border the base of the marker cannot exceed 16”x 28”. **Cremation markers must be level to the ground.**

Infant Markers

The concrete base pad cannot exceed 24”x 36”; therefore, taking into consideration a 4” border the base of the marker cannot exceed 16”x 28”

Veteran’s Markers

Must be installed by a professional installer. Contact the Parish office for a list of installers.

Perpetual Care

The perpetual care of the cemeteries is assumed by the Church and includes the cutting of the grass, raking and cleaning of the grounds and the pruning of the trees and shrubs that may be placed by the Church, maintaining the general preservation of the lots, grounds, walks, roadways, boundaries and structures to the end that said grounds shall remain and be reasonably cared for as cemetery grounds.

Liability

The Church or its representatives are not liable for damage caused by perpetual care, maintenance, accident, theft, vandalism or act of God.

SAINT MARTIN/SAINT WALBURGA CEMETERY
DÉCOR RULES

1. Flowers in a plant stand are permitted year round
2. One plant stand is permitted per grave site and must be at least 16 inches off the ground with no other adornments
3. Plant stands must be placed on either end of the stone monument, not in the front or the back of the stone
4. NO trees or shrubs may be planted
5. Flags may be put on the grave one week before Memorial Day and are to be picked up one week after
6. Christmas wreaths are allowed from December 1st through April 1st
7. April is Spring cleanup; however, any unsightly materials in pot stands will be removed and disposed of at any time
8. All items which are contrary to the regulations will be removed and disposed of
9. Cemetery is not responsible for any damages, loss or theft of flowers, vases, markers, monuments, etc.

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