



CEMETERY RULES AND REGULATIONS

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Mt. Calvary & Gethsemani Catholic Cemeteries

RULES AND REGULATIONS

For the mutual protection and benefit of itself and every holder of a right of interment, the following Rules and Regulations are adopted for Mt. Calvary and Gethsemani Catholic Cemeteries. These Rules and Regulations are adopted in accordance with Oregon Revised Statutes, 97.710. All Interment Right owners, visitors within the cemeteries, all interments, all funeral services and all Rights of Interments sold, shall be subject to said Rules and Regulations and; subject further to such other Rules and Regulations, amendments or alterations as shall be adopted by this Cemetery from time to time; and the reference to these Rules and Regulations in the Right of Interment Certificate and/or Conditional Sales Contract shall have the same force and effect as set forth in full therein.

DEFINITIONS

BURIAL. The placement of human remains in the ground, generally, in a grave space.

CARE AND MANAGEMENT TRUST FUND. A trust fund established and maintained by the cemetery which is intended to finance the general care and management of the cemetery.

CEMETERY. The place dedicated to and used, or intended to be used for the interment of human remains and known as Mt. Calvary and Gethsemani.

CRYPT. A space in a mausoleum used, or intended to be used for the interment of human remains.

DEED. An instrument or term historically used to designate an owner of a Right of Interment.

ENTOMBMENT. The disposition of human remains in a crypt in a mausoleum.

GRAVE. A space of ground in the cemetery, used, or intended to be used for the burial of remains of one person.

GREEN BURIAL. Burial in an area within the cemetery designated for remains contained in biodegradable containers or caskets. Containers made of plastic or concrete outer burial containers are expressly forbidden in areas designated for green burial by cemetery rule.

INTERMENT. The disposition of human remains by burial in a grave, entombment in a crypt or placement of cremated remains in a niche.

DIS-INTERMENT. The removal of human remains from a crypt, niche or grave.

MAUSOLEUM. A structure or building within the confines of Mt. Calvary or Gethsemani Cemetery for the entombment of human remains in crypts in a place dedicated for cemetery use.

MEMORIAL. A monument, bench, marker, permanent vase or grave ledger either level with or extending above the surface of the ground designating the burial space of a person interred within the cemetery.

MONUMENT. A memorial which extends above the surface of the ground.

NICHE. A structure used for the interment of cremated remains.



PLOT OWNER OR CRYPT OWNER. The term “Plot Owner”, “Lot Owner” or “Crypt Owner” as used herein or in any other cemetery document means any person who has purchased the Right of Interment of a certain grave or graves, crypt, niche or other interment space in the cemetery. Ownership of all land and structures remains with the Cemetery.

PLOT, LOT OR BURIAL SPACE. A space in the cemetery where the Right of Interment has been or can be purchased by one or more individuals, association or other organization used or intended to be used for the interment of human remains of one or more deceased persons.

RIGHT OF INTERMENT. The purchased right to use a designated space for the interment of human remains. One or more rights of interment may be purchased for a designated space.

RESERVATION. A recorded designation used in past years to indicate who was intended to be interred in a space. A reservation was usually made by the owner of the Right of Interment to reflect their intentions. The reservation is now used only as a reference to provide insight to a deceased owner’s intention. State Statutes, specifically ORS 97.570 to ORS 97.650 shall be used by the cemetery to determine grave ownership and occupancy.

I. General Supervision of the Cemetery

1. Right of Entry. This Cemetery is a private entity and reserves the right to refuse admission to anyone not a lot owner or relative of a person interred in the Cemetery. The Superintendent may further refuse the use of Cemetery facilities at any time to any person whom the management may term objectionable to the better interests of the cemetery.
2. Superintendent in Charge of Funerals. All funerals, upon arrival at the Cemetery, shall be under the charge of the Superintendent or his assistants.
3. Casket Not To Be Disturbed. Once a casket containing a body is within the cemetery confines, the Cemetery reserves the right to refuse permission to anyone to open the casket. Permission to open the casket may be given under the following circumstances:
 - A licensed funeral director is present.
 - The legal representative(s)/authorized representative of the deceased provides consent.
 - The cemetery service is being held in a secure, nonpublic area such as the Cemetery Chapel.
 - The casket is opened briefly and is not intended to replace the formal “viewing” which normally may take place at the church or the Funeral Home unless previous arrangements have been made for a viewing in the cemetery’s private chapel.

II. Interments and Dis-interments

1. Subject to Laws. All interments and dis-interments, besides being subject to these Rules and Regulations, are subject to the orders and laws of properly constituted authorities of the City, County and State.
2. Time and Charges. All interments will be made in the manner and at the time set by the Cemetery. Fees will be assessed and paid as set by the Cemetery.
3. Holidays. No interments, dis-interments and/or removals shall be permitted on Sundays, Church or Federal/Community holidays.
4. Prior Notice. The Cemetery reserves the right to insist upon a minimum of 8 working hour’s written notice prior to the time of interment and at least one week’s notice prior to dis-interment.
5. Interments to be made by cemetery staff. No interment of human remains are to be made by anyone other than cemetery staff or its agents. This provision includes interment of cremated remains. **Interment of cremated remains without the cemetery’s permission will be treated as criminal trespass.**



6. Application for Interment. The Cemetery reserves the right to refuse interment in any interment space to any person not a plot owner or surviving heir with legal right to interment. The cemetery may refuse to make an interment for any person in the absence of a written application made by the plot owner(s) or if deceased, by the legal representatives, at least 8 working hours in advance of the interment. The Superintendent, at his discretion, may require notice of 16 working hours in advance of interment. For this purpose, working hours are considered 8:30 am to 4:00 pm Monday through Friday. In the absence of a court order, determination of legal right of interment of surviving heirs will be at the discretion of the Cemetery in accordance with applicable state law.
7. Orders Given by Telephone. The Cemetery shall not be held responsible for any order given by telephone, e-mail, and fax or; for any mistake occurring for a lack of precise and proper instructions.
8. Rigid Casket With Handles Required. All interments of human remains that have not been cremated are required to be delivered to the cemetery in a rigid casket with handles adequate to bear the weight of said remains. Exceptions may be made for interment in green burial sections. Cardboard is expressly prohibited.
9. Outer Burial Container Required. Every cremation container for earth interment must be made of or placed in a plastic or concrete outer burial container or suitable substitute specifically designated by the manufacturer for ground burial. Suitability will be at the sole discretion of the Superintendent. A rigid container is required for placement of cremated remains in niches and crypts. Cardboard cremation containers are expressly forbidden. Caskets must be placed in a concrete liner or concrete vault unless interment takes place in a designated "green burial" area.
10. Embalming required for Mausoleum Entombments. Embalming is required for all non cremated remains being placed in a crypt. Exceptions may be made for the outdoor mausoleum single crypts or second interments placed in tandem crypts.
11. Entombments with Sealed Caskets. Sealed caskets are to be left unsealed when placed in any mausoleum crypt to allow proper venting of crypts and remains.
12. Errors May be Corrected. The Cemetery shall have the right to correct any errors that may be made by it in making interments, dis-interments or in placing markers. Errors in description, transfer, or conveyance of Rights of Interment may be corrected by substituting or conveying, in lieu thereof, other interment property of equal value of similar location as far as possible, and as may be selected by the Cemetery or, at the sole discretion of the Cemetery, by refunding the amount of money paid on the account of such person. In the event that such an error shall involve the interment of remains of any person to other property reserved by, or conveyed to, another lot, plot, crypt, or niche owner by the Cemetery, the Cemetery shall have the right to transfer such remains to such other property of equal or similar value as far as possible as may be substituted and conveyed in lieu thereof. The Cemetery shall also have the right to correct any errors made upon placement of improper descriptions, including incorrect names and dates on any memorial marker.
13. Interment of More Than One Body. No more than one body, or more than the remains of one body, shall be interred in one grave, crypt or niche unless the original interment right was purchased with a specific written agreement for more interment of more than one body or; if written authorization and an additional Right of Interment is obtained from the Cemetery at a time following the purchase of the original Right of Interment to the grave, crypt or niche.
14. Additional Right(s) of Interment. Additional Rights of Interment may, if certain conditions are met, be sold for the placement of a maximum of four person's human remains in an existing interment space. Additional Rights of Interment will be sold only if, in the sole determination of the Superintendent or designee, 1) there is adequate room in the interment space to accommodate the remains, most commonly cremated remains, 2) there is adequate room for memorialization and; 3) only after the appropriate written authorizations are received from members of the nearest of kin class as outlined in Chapter 96 of the Oregon Revised State Statutes.



15. Limitations to Additional Rights of Interment: Sale of Additional Rights of interment will be limited to spouse, parents, siblings, and grandchildren (or their spouses with appropriate permission) of the deceased and/or owner of the grave. Additional rights of interment will generally not be sold if the sale will result in disturbing remains previously interred. A spouse's vested right of interment pursuant to ORS 97.570 does not apply to additional rights of interment. The Cemetery reserves the right to refuse to sell Additional Rights of Interment if, in its sole discretion, the sale of Additional Rights of Interment is clearly not in the best interest of the cemetery or is not in keeping with the intent of the original owner(s).
16. Care in Making a Dis-interment. The Cemetery shall exercise the utmost care in making a dis-interment, but it shall not assume liability for damage to any casket, outer receptacle or for the condition of the remains resulting from making a dis-interment or removal.
17. Authorization for Dis-interment. The Cemetery reserves the right to require a court order prior to making or allowing a dis-interment to be made when:
 - The dis-interment is clearly not in accordance with the wishes of the decedent or person(s) authorized to make the original interment arrangements.
 - The application for dis-interment and removal is made by other than a spouse, parents of an unmarried child or all of the surviving children in the absence of a surviving spouse.
18. Postponement of Services. The Cemetery reserves the right to postpone any service or direct the location of committal services to appropriate cemetery facilities.
19. Liability for delay of Interment. The Cemetery shall in no way be held liable for any delay in the interment of remains for any reason including but not limited to:
 - Situations where the right of interment has not been established to the satisfaction of the Cemetery.
 - Where a written protest has been filed with the cemetery office.
 - Where an interment is forbidden by the Cemetery's rules and regulations or laws of properly constituted authorities of the City, County and State.
 - Weather or other physical conditions delay the interment.
20. Use of Family Plots. While the cemetery encourages the use of family plots by legal heirs of a deceased purchaser as outlined under Oregon Revised Statutes, the cemetery bears no responsibility or liability regarding the usability of a plot for anyone other than the original purchaser or his or her spouse. The limitation is based on changes in burial practices over time and potential lack of information regarding past burials within family plots that are not sub-divided into individual graves on cemetery maps.
21. Catholic Facility. The cemetery is a Catholic facility, owned and operated by the Church. As a sign of the bonds of family unity, non-Catholics may, at the cemetery's discretion, be interred in a Catholic cemetery with the Catholic members of their family. Exceptions may also be made for interment of non Catholics in the Catholic cemeteries who do not have family interred in the Catholic cemetery on a case by case basis. Persons seeking exception should write to the Director of Cemeteries or his designee outlining their reasons for requesting burial in a Catholic cemetery.
22. Handling of Cremated Remains.
 - Keepsake urns, lockets, jewelry, pottery and glass made from cremated remains, and the like are designed to allow for and to encourage the subdivision of the cremated remains of a body. Therefore, these items will not be stored, sold, displayed or offered at any of our Archdiocesan Cemetery locations.
 - No staff of Our Archdiocesan cemeteries is to participate in the subdividing of cremated remains or the placement of cremated remains into keepsake jewelry or keepsake urns or other related items. Cremated remains are not to be subdivided at any Archdiocesan Cemetery site.



III. Service Charges and Past Due Indebtedness

1. Payment of Service Charges. The Cemetery reserves the right to require that all Cemetery charges be paid prior to performing any interment or dis-interment.
2. Past Due Indebtedness. Arrangements for payment of any and all indebtedness to the Cemetery must be made prior to an interment being made in any interment space.

IV. Transfer of Assignments (Right of Interment)

1. Right to transfer. The plot owner may transfer, sell or assign their right of interment or entombment to another individual subject to the Rules and Regulations of the Cemetery. All transfers of ownership shall be recorded in the records of the Cemetery and shall be subject to a charge to be paid at the time of transfer.
2. Right to Re-claim Interment Right. The Cemetery may elect to re-claim the right of interment of any plot in which no interment has been made or where the right of interment has not been transferred through the cemetery office within a 75 year period from the date of purchase.
3. Refunds of Property Payments. The cemetery is under no obligation to refund monies paid for any lot, plot or space except as required by law.



V. Decoration of Interment Spaces

Generally:

1. Plantings and maintenance - Only the Cemetery may plant and maintain or authorize maintenance and plantings of landscape materials on cemetery grounds. The Cemetery further reserves the right to remove, prune or replace any landscape materials as it deems necessary.
2. No flower receptacles may be placed on any plot, crypt or niche unless approved in advance by the Cemetery.
3. Fresh flowers may be placed on graves at any time.
4. Glass decorations and/or vases are prohibited on, or around any interment space at all times.
5. The Cemetery shall have the authority to remove all flowers, photographs, souvenirs, potted plants, wreaths or herbage of any kind from the cemetery or mausoleum as soon as, in the judgment of the Director or designee, they become unsightly or are detrimental, or when they do not conform to the Rules and Regulations of the Cemetery.

Grounds and Graves:

6. No wires, pins, artificial, dyed or preserved flowers, photographs, souvenirs, wreaths or decorations other than fresh flowers are allowed on any grave except during holidays designated by the Cemetery.
7. Potted plants with a container of more than six inches in diameter are strictly forbidden.
8. No more than two permanent flower receptacles may be placed on any grave.
9. All decorations will generally be removed 5 to 7 working days after a designated holiday during the spring, summer and fall months and 10 to 14 days after a designated holiday in winter months. Christmas and New Year's decorations may be removed one week after the Baptism of our Lord, which is one week after the Sunday following January 6. During the mowing season, the decoration removal can include any decorations placed the week after a holiday if, due to moderate weather, staff is unable to differentiate recently placed flowers from holiday decorations. Flags may be picked up as soon as the following day after the Memorial Day Holiday.

Mausoleums and Niches:

10. Themed artificial flower arrangements and artificial holiday decorations placed in the mausoleum such as artificial wreaths, poinsettias, flags, etc. will be removed at the same designated time periods as for graves as outlined in #9 above.
11. **Only artificial flowers are allowed in the Indoor Mausoleum** – this decision was made due to ongoing issues with insect infestations and odors caused by fresh flowers and vase water. Plastic flowers that are of a naturally occurring color may be placed on crypts or niches at any time in vases provided and/or approved by the cemetery. Due to the permanent nature of plastic flower arrangements, the cemetery has the right to remove plastic flowers if, in the judgment of the Director or designee, are unsightly or are detrimental.
12. Placement of photographs (not in an approved frame), souvenirs, cards or other items on crypt or niche are prohibited except during holidays. **Use of any kind of adhesive on crypt or niches fronts is prohibited.** Personal memorialization items of any kind on mausoleum or niche wall floors or sidewalks are strictly forbidden. Flower arrangements from recent funeral services are allowed at the discretion of cemetery staff except for glass or breakable vases.

VI. Roadways and Replatting

1. Right to Replat, Regrade and Use Property. The right to enlarge, reduce, replat or change the boundaries of the Cemetery property including the right to modify and change the location of, remove and re-grade roads, drives and walks, parkways, or any part thereof, is hereby expressly reserved. The Cemetery reserves the right to lay, maintain, operate, and/or alter pipe lines for drainage or sprinkling systems whether in designated walkways or in platted interment spaces.
2. Right of Access. The Cemetery reserves the right to itself, its equipment and to those lawfully permitted within the cemetery grounds, a perpetual right of access over any plot for the purpose of passage to and from other plots.

VII. Conduct of Persons within the Cemetery

1. Minors on Premises. All children under the age of 15 years of age may be excluded from the cemetery or its buildings, unless accompanied by a person 18 or older who is willing to be held liable for their conduct.
2. Flowers. All persons are prohibited from picking flowers, either wild or cultivated, or from cutting or breaking trees, shrubbery or plants in the cemetery.
3. Automobiles shall not be driven through the Cemetery at a speed greater than 15 miles per hour.
4. Peddlers and Solicitors. Only Cemetery employees or those duly appointed by the Cemetery for such purposes may sell or solicit the sale of any commodity within the confines of the Cemetery.
5. Firearms. No Firearms shall be permitted within the Cemetery except at military services or by special permission from the Cemetery.
6. Notices and Advertisements. No signs, advertisements or notices of any kind shall be allowed on Cemetery property unless placed or approved by the Cemetery.
7. Supervision. The Superintendent, or designee shall have supervision and exercise control over all persons visiting or passing through the Cemetery. This includes directing funeral homes and outside contractors during funeral services within the cemetery.
8. Dogs and pets. Dogs and pets are not allowed on any cemetery interment property. Service dogs are allowed in cemetery buildings and lawns that are not developed interments spaces.
9. Allowable activities. No activities or memorial items are allowed on Cemetery grounds unless, in the sole discretion of the Director of Cemeteries or designee, they are consistent with the values of the Catholic Church.



VIII. Protection Against Loss

1. When Cemetery is Not Responsible. The Cemetery shall take reasonable precaution to protect plot owners and the interment rights of plot owners from loss or damages, but it distinctly disclaims all responsibility for loss and damage beyond its control including but not limited to trespassers and vandals, unavoidable accidents, acts of God, and the elements whether such damage be direct or collateral.
2. Insurance requirements for Contractors. Contractors legally providing cemetery services to third parties such as funeral homes and cemetery plot owners must adhere to all rules and regulations as stated herein. In addition, those contractors must meet the current insurance requirements of the Archdiocese of Portland in Oregon. These requirements are available upon request at the cemetery office. Blanket certificates and endorsements may be provided that include all Archdiocesan cemetery properties. Current insurance certificates and endorsements shall be kept on file at the cemetery and if not on file, must be made available to the cemetery upon request.

IX. Care and Management Trust Fund Expenditures

1. Expenditures Limited to Income. Care and Management Trust Fund expenditures, whether applied to lots, graves, and crypts or to any space within the confines of the Cemetery, shall be limited absolutely to the net income received from the investments of care funds, no part of the principal being expended.

X. Disclosure of information to the public

1. Disclosure of Interment Information. The Archdiocese, as required by law and to the extent such information is available, will provide names of the deceased interred in our cemeteries, dates of interment, and the name of the funeral home that provided professional services. Cemetery has the right to release names of deceased as well as times and dates for committal services of those to be interred in the cemetery. Cemetery is not responsible for disclosure of this information.
2. General information disclosure. The cemetery has the right to refuse to provide any information including plot ownership, contract details, or information contained on interment authorizations or cemetery contracts to any member or the general public, any agency or private company that is not expressly required by law.

XI. Green Burial Section

Generally:

1. Cemetery staff will not perform dis-interments from green burial graves.
2. Families may, with the cemetery's approval, plant herbaceous plants from an approved list of native species on their loved ones grave.
3. Fresh cut flowers may be placed in Green Burial sections. Glass, plastic, wire, pins and any non-naturally occurring materials are prohibited at all times.
4. Superintendent or designee has the right to plant or remove plants within the green burial area regardless of whether the plants are on an approved plant list.
5. Cemetery is not responsible for maintaining trails in green burial areas. The cemetery will allow the natural re-forestation process to occur unimpeded. Green burial areas are designated as "non-visitation" areas. Cemetery is not liable for injuries occurring to hikers and visitors.

Body Preparation:

6. No embalmed bodies are allowed within designated green burial sections.
7. No outer burial containers (concrete or plastic) are allowed in designated green burial graves.
8. Bodies are to be dressed in natural materials (i.e. cotton and leather) to the extent practical.

Sales of Rights of Interment:

9. Interment rights to non-designated graves within the Green Burial section may only be pre-purchased through the cemetery trust program. Pre-purchased graves will not be specifically designated due to the planting of graves as interments occur. Cemetery has the right to cancel the purchase of any non-designated grave. Customers are eligible for a full refund from their trust (plus interest or less losses) if green burial is discontinued due to changes in City, County, State and/or Federal laws or regulations or due to circumstances deemed beyond the cemeteries' control.

Placement of Cremated Remains:

10. Interment of cremated remains in the green burial sections are generally prohibited. Cremated remains may be allowed in unoccupied or in graves of family members at the Superintendent's discretion and only if no trees or large shrubs would not be damaged or destroyed by the placement of the cremated remains.

Burial Containers, Caskets and Shrouds:

11. No outer burial containers (concrete or plastic) are allowed in designated green burial graves.
12. Burial containers, caskets, and casket alternatives must be made of naturally occurring material including but not limited to, wood, sea grass or wicker.
13. All natural burial containers or caskets must be rigid or semi rigid and have at least four handles of adequate strength to support the weight of a body and the lowering of the body into the grave. Alternately, shrouds may be used only if supported by a board (minimum 5' x 2') under the shroud and attached to the shroud with four to six handles to accommodate carrying the body and lowering of the body into the grave.

Grave memorials:

14. Grave memorials are optional. Natural stones that have been inscribed with a name and dates separated by a simple Latin cross may be placed on the grave. Stones are to be made of quartzite or similarly hard material and be between 3" and 5" thick. Stones must be between 1' w and 2' 6" wide (left to right) and between 1' and 1' 6" high (top to bottom). Stones must be flat on top to accommodate flush placement with the ground.
15. Cemetery is not responsible for damaged, lost or stolen markers in this section or for any type of memorial maintenance.
16. All interments in green burial areas must be marked on the cenotaph located at the entrance to the section.



MT. CALVARY & GETHSEMANI CATHOLIC FUNERAL SERVICES

MEMORIAL REGULATIONS

(Effective August 2010)

GRAVE AND LAWN CRYPT MEMORIALS

1. No memorial shall be placed on any grave until such time as the grave and any charges related to the grave are paid in full.

FLAT MEMORIAL SIZES (Sawn sides only) -

Baby Sections -	2' 2" x 1' 4" x 4"
Single Memorials -	2' 6" x 1' 6" x 4"
Veterans Memorials	2' x 1' (Government provided markers, no sanded border required)
Double Memorials -	4' x 1' 6" x 4"
Half Ledger -	2' 10" x 3' 9" x 4"
Full Ledger -	2' 10" x 6' 9" x 4"

Altar Garden, Divine Mercy, and St. Peter* (Lawn crypts) - 2' x 2' x 4". Required 2" sanded border.
Modified full ledgers may be placed on lawn crypts only after the second casket burial in doubles - 2' x 5' with 2" sanded border.

Good Shepherd Block 1 – cremations spaces only - 20" x 20" x 4" with 1" sanded border

St. Francis Green burial – Please see section XI. for requirements related to green burial sections.

2. All flat memorials require a fixed sanded border of 2" or 3" wide except as noted in #1 above.
3. Cement borders are prohibited unless they are placed on a veteran's marker or match an existing flat memorial of a spouse, parent, child or sibling located in an interment space directly next to and contiguous to the grave upon which the flat memorial is to be placed. Concrete borders may only be placed on rock sided memorials (except government supplied markers). Cemetery is not responsible for replacing broken borders and may, at its discretion, remove concrete borders and re-set the headstone.
4. Ceramic or metal portraits require a damage waiver signed and filed with the Cemetery office and must be recessed below the flat memorial surface. Emblems and portraits may not comprise more than 25% of the memorial surface. Under no circumstances is the Cemetery responsible for lost, stolen or damaged emblems or portraits.
5. The cemetery is not responsible for the repair of damaged memorials from vandalism or acts of God. Cemeteries are not responsible for surface scratches on any memorial regardless of the cause. The cemetery is not responsible for damage of any kind to memorials unless it can be clearly shown that the damage was caused by Cemetery equipment or personnel.
6. All lettering on flat memorials must be in a position so that the lettering can be read from the foot of the grave. Single markers must also be placed evenly over one single grave while double markers are to be placed evenly over two graves.
7. No more than one (1) flat memorial may be placed on any grave.
8. Memorial excavations shall not exceed ½" larger than flat memorial size in length or width. Excess excavation materials (sod and dirt) must be removed from the cemetery. Excess excavation must be back filled.



9. ***Vases are not allowed in granite or concrete borders except with prior approval and a damage waiver filed at the cemetery office.*** Waivers must clearly state that the cemetery is not liable for damage to the vase, marker or border and that the cemetery is not responsible for the maintenance of any vase border under any condition. The waiver shall be signed by the owner of the right of interment. Vase borders may be no larger than 12” x 12” Vases should be of the “Permavase” type or equivalent in strength and quality. In no circumstances is the Cemetery responsible for lost, stolen or damaged vases. Cemetery discourages marker designs with cored vase holes and will not be held liable for damage to markers with this arrangement.
10. All “in ground” vases are to be set directly into the ground as specified below:
- Single flat headstones: The first vase is to be set 18” below and centered with headstone or where headstone would be placed. The second vase is to be set 18” directly below first vase. A maximum of 2 vases may be placed on a single grave, marked with a single headstone.
 - Double flat headstones: The families have the option of placing a maximum of two vases per grave or having 2 vases set between the graves. If the vases are to be set on a single grave then they are to be centered under the name. If the family wishes to have the vases set between the graves, the first vase is to be set 18” below and centered with the double headstone. The second vase will be set 18” directly below the first.
 - Half and Full ledger markers: One vase - centered 6” below ledger. Two vases - centered 1’ apart below center of the ledger.
11. Grave ledgers require a foundation and must be flush with the ground. Full ledger foundations may be comprised of six 12” round cement filled tubes placed 24” deep. Half ledgers may be comprised of four 12” round cement filled tubes placed 24” deep. Foundations may not be placed in winter months or within 3 months of a burial unless special approval is received. Other foundation designs may be approved on a case by case basis.
12. All stock designs offered by Mt. Calvary & Gethsemani Catholic Cemeteries are permissible. Added lettering, personalization, phrases and other designs are allowed only if they are consistent with the values of the Catholic Church. Acceptations of non-stock designs, specific phrasing and personalization’s will be at the sole discretion of the Director of Cemeteries, the Superintendent of Cemeteries or their designee. It is recommended that non-stock designs, phrasing and/or personalization be pre-approved by the Superintendent of Cemeteries.
13. The craftsmanship of all memorials placed in the cemetery must be equivalent or superior to that offered by both Mt. Calvary & Gethsemani Catholic Cemeteries.
14. The monument installer must stop at the office prior to installing any memorial to ensure the Cemetery’s requirements have been met. The Cemetery office will provide a work order that is to be returned to the office after installation is complete. All work is subject to the rules and regulations of the Cemetery. All installers must carry public liability insurance as required by the Archdiocese of Portland in Oregon. Requirements are available in the cemetery office upon request. Current insurance requirements must be kept on file at the cemetery and if not on file, must be made available to the cemetery upon request.
15. The monument dealer, upon request to install or inscribe, shall provide the following:
- a. Name appearing on the memorial.
 - b. Name, address, phone number, and relationship to the deceased of the person ordering the memorial.
 - c. The size of the memorial and a description of the design and layout.
 - d. A memorial installation or inscription authorization provided by Mt. Calvary or Gethsemani signed by the grave owner or if deceased, the grave owners nearest of kin, or appropriate legal representative.
16. Installation work must be done during normal business hours; Monday through Friday from 8:00 a.m. to 4:00 p.m. Notice of intention to install or inscribe any memorial shall be given at least 48 hours prior.



Mt. Calvary & Gethsemani Catholic Cemeteries

CRYPTS AND NICHE LETTERING AND EMBLEM PLACEMENT

1. Crypt and niche walls and aisles are to have uniform lettering styles to the extent possible. Uniformity and allowable of lettering style and layout will be at the sole discretion of the Superintendent or designee. Name and date lettering on crypts within walls and aisles with brass or bronze lettering bars shall, to the extent possible, match existing lettering materials, styles and type.
2. Engraved lettering of names and dates is only allowed on designated mausoleum and niche walls. Engraved lettering shall, to the extent possible, match all or the majority of lettering (font, justification, size and color) within that wall or aisle.
3. On all crypts, a single line of endearment may be inscribed below names and dates (at the bottom of the crypt shutter).
4. No photos may be placed on any crypt or niche shutter unless placed in a brass or bronze frame approved by the cemetery.
5. Approved emblems not exceeding 4" in height and width may be inscribed in the lower left corner of any niche.
6. Only one approved emblem, or; line of endearment or; photo may be placed on a niche.
7. Up to two emblems or photo frames may be placed on any crypt shutter with a maximum height and width of 6". The first frame or emblem is placed in the lower right corner and the second in the lower left corner of the shutter.
8. Emblems, frames and lines of endearment are allowed only if, in the sole discretion of the Superintendent, they will not affect future memorialization, do not cause undue crowding and in the cases of lines of endearment, match the layout and font of the names on the shutter.
9. The Superintendent reserves the right to make exceptions to crypt and niche lettering, emblem and photo frame placement on a case by case basis.



Mt. Calvary & Gethsemani Catholic Cemeteries

ADDITIONAL REGULATIONS FOR UPRIGHT MONUMENTS

(Revised 2010)

1. Placement of all upright monuments is limited to graves that are designated as monument spaces on cemetery maps and on the Conditional Sales Agreement. Monuments will only be allowed only where there is an adequate easement. No monuments will be allowed where it would impede the digging access to the grave(s) being marked or adjacent graves. An example is where there are existing upright monuments on adjoining graves (head and foot) of the grave in question.
2. Upright monuments may only be placed when two (2) or more contiguous graves are owned by a single purchaser. The monument will be centered over the designated graves.
3. A single flat memorial or ledger will be allowed in addition to the monument provided there is adequate easement space, and the memorial aligns with others in its platted row.
4. Die must be doweled to the base in at least two places. Dowels must be a minimum of 8" in length.
5. All bases must be rock sided and at least 4" high. No polished inscriptions or designs are allowed on the base without a damage waiver filed with the cemetery office. Cemetery is not responsible for damage to polished bases of monuments or benches under any circumstances.
6. All upright monuments must have a separate base and be placed on cement or granite foundations.
7. Foundations must be at least 8" wider and 8" longer than the base. Bases are to be centered on the foundation. Foundations are to be at least 8" in thickness under the monument base be level. Foundation areas outside the monument base (the mow strip) must be a minimum of 4" in thickness and be flush with the ground. Base foundations and mow strips may be formed and poured separately. Foundations must be smooth or broom finished and be within the designated monument easement.
8. All foundation forms must be inspected by the Superintendent or designee before concrete is poured or are subject to removal.
9. Cement tube type foundations may be allowed where foundations are in non turf areas or can be used to support a ledger base being used as a foundation.
10. Bases must be placed within the easement and must be 8" in width less than the foundation. In the case of a 2' long easement, base width cannot exceed 16". Where a three or four foot easement exists, the base length (from grave top to bottom) may be 18".
11. Monument base width may not exceed 50% of the total width of the graves to be marked. For example a 40" monument base is the maximum length allowed over two 40" wide graves.
12. Cemetery may remove, bury or lay flat any upright monument that, in the opinion of the Superintendent or designee, is in disrepair, unsafe or becomes unsightly.
13. Uprights and benches in Divine Mercy and St. Peter are allowed only in the family courtyard spaces where such placement is specifically noted on the Conditional Sales Agreement. Upright monuments and benches must match the existing size and styles to ensure uniformity. Monument colors are limited to elite black, elite red and elite green or equivalent colors. Benches are limited to elite white or Georgia grey.

