

ST. ANDREW'S BY-THE-SEA
Columbarium and Memorial Garden

Rules and Regulations

The Columbarium and Memorial Garden of St. Andrew's by-the-Sea has been created as a resting place for the ashes of deceased members, former members, or members' immediate families. It is a consecrated place of beauty for all to enjoy – a place of dignity and peace suitable for quiet reflection, meditation and prayer.

These facilities are not intended to compete with commercial cemeteries, but are for the convenience and pastoral care of the church members, past members, and their families.

A committee appointed by the Vestry shall govern the operation of the Columbarium and Memorial Garden, shall be responsible for formulating guidelines and policies concerning these facilities, and shall determine who qualifies for the placing of their remains in the Columbarium and Memorial Garden. Only the clergy may actually inter the ashes.

Columbarium plots may be reserved by execution and acceptance of the application along with a payment fee of \$1,000. Each plot may contain two urns. As soon as practical after interment of ashes, a nameplate will be engraved with the persons' name and dates of birth and death and installed on the wall.

Spaces may be selected by those acquiring plots and the location of occupied or reserved spaces will be shown on a plat which will be kept in the church office. For those eligible persons who wish their ashes to be scattered in the Memorial Garden, a plaque listing name and dates of birth and death will be placed on the wall at the space selected.

The amount of the fee may be increased by the Vestry upon recommendation of the Columbarium Committee. Any increase will be effective as determined by the Vestry, but not before the notice of such increase has been printed in the monthly "Network".

Receipts from burial fees in excess of the amount required for the construction and related expenses of the Columbarium will be held in a separate fund to be administered by the Columbarium Committee and to be expended solely for the maintenance and care of the Columbarium and Memorial Garden, capital expenditures required in connection with the operation of the Columbarium, and care of the surrounding garden area.

To remember a loved one on a special occasion, a small floral arrangement may be placed on the ground near the wall. No permanent plantings, artificial flowers or other mementos are permitted in the Garden and nothing may be attached to the walls. The Columbarium Committee reserves the right to remove inappropriate arrangements.

It is anticipated that the Columbarium will be available for interment of the remains for qualifying individuals in perpetuity. If in the future, however, need should occur to move the remains in the Columbarium, the remains will be reverently interred in a proper location after written notice of such intent is given to responsible persons named on the individual's application.

The Vestry of St. Andrew's by-the-Sea specifically reserves the right to modify, or revoke these regulations from time to time.

HOW TO APPLY FOR COLUMBARIUM AND MEMORIAL GARDEN

1. Arrangements for the interment of ash remains, either your own or those members of your family, may be made by filling out and signing an application available at the church office. This application must be filed with the parish administrator. A fee of \$1,000 per application will be payable to St. Andrew's by-the-Sea Columbarium. The fee covers interment, purchase of a nameplate and the care of the Columbarium/Memorial Garden. A check in the amount of the fee should accompany the application.
2. On approval of the application by the Columbarium Committee, an acceptance will be issued.
3. The original application form will be kept in a permanent file in the parish office. A copy will be given to the applicant.

For further information, contact:

THE COLUMBARIUM COMMITTEE

St. Andrew's by-the-Sea
P O Box 491
Little Compton, RI 02837
401 635-2452

**ST. ANDREW'S-BY-THE-SEA
P O BOX 491
LITTLE COMPTON, RHODE ISLAND 02837
401 635-2452**

APPLICATION

A PLOT(S) FOR THE INTERMENT OF ASHES IN THE
ST. ANDREW'S BY-THE-SEA COLUMBARIUM AND MEMORIAL GARDEN

I HEREBY REQUEST THE INTERMENT OF

_____/
(Print name(s) exactly for plaque.)

CURRENT ADDRESS

Street

City/Town

State

Zip

DATE(S) OF BIRTH _____/

DATE(S) OF DEATH _____/

IN THE ST ANDREW'S BY-THE-SEA COLUMBARIUM / MEMORIAL GARDEN AND ATTACH A REMITTANCE OF \$1,000 IN CONFIRMATION THEREOF.

I HAVE READ AND DO AGREE TO EACH AND EVERY ONE OF THE RULES AND REGULATIONS GOVERNING THE COLUMBARIUM AND MEMORIAL GARDEN. I HAVE MADE THESE REGULATIONS KNOWN TO THE PERSON(S) NAMED BELOW AND THEY UNDERSTAND THAT MY SIGNATURE HERETO IS BINDING ON THEM.

SIGNED

DATED

WITNESS

NAME OF PERSON(S) RESPONSIBLE FOR CARRYING OUT MY WISHES AS EXPRESSED ABOVE:

NAME _____ TEL. #

STREET

CITY/STATE _____ ZIP

RELATIONSHIP TO DECEASED

NAME _____ TEL. #

STREET

CITY/STATE _____ ZIP

RELATIONSHIP TO DECEASED

PLEASE TYPE OR PRINT APPLICATION