

**St. Vincent de Paul Catholic Church**  
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**ST VINCENT DE PAUL CEMETERY ASSOCIATION**  
**RULES AND REGULATIONS GOVERNING ST. VINCENT DE PAUL CEMETERY**  
**EFFECTIVE JANUARY, 2016 revised March, 2022**

**A. PURPOSE**

For the mutual protection and benefit of gravesite owners, the following Rules and Regulations have been adopted by the St. Vincent de Paul Cemetery Association. All gravesite owners and visitors within the cemetery and all grave sites sold will be subject to these policies and any amendments or alterations as adopted periodically.

**B. DEFINITIONS**

1. "Ordinary of the Archdiocese of Saint Paul and Minneapolis" shall mean the Archbishop of St. Paul/Minneapolis, or the person acting on his behalf.
2. "Management" or "parish cemetery authority" shall mean the persons responsible for the decisions regarding and operations managed at St. Vincent de Paul Cemetery.
3. "Cemetery" is land dedicated and reserved for interment purposes and shall, for the reference of these regulations, mean St. Vincent de Paul Cemetery of Osseo, MN.
4. "Sexton" shall mean a parish cemetery authority in charge of the maintenance of the Cemetery.
5. "Grave site," "plot" or "burial place" or "grave" shall be used interchangeably and shall apply to one or more than one adjoining grave.
6. "Columbarium" is a self-standing granite structure with numerous niches. "Niche" is a space in the columbarium where an urn containing the cremated remains is placed.
7. "Interment," sometimes referred to as an "inurnment" for cremation urns, shall mean the permanent disposition of the remains of a deceased person by entombment or burial in an in-ground or above-ground space.
8. "Memorial" shall include a monument, tombstone, marker, tablet, headstone, footstone, or niche face engraving.
9. "Maintenance" refers to the physical care of the cemetery and includes seeding, mowing, trimming around graves plus general repair and cleaning of the roads, equipment, fencing and buildings in the cemetery.

10. "Subcontractors" shall mean workers employed in placing or erecting monuments and other structures, or bringing in materials. These persons shall operate as independent contractors, but do so under the permission of Management.
11. "Perpetual Care" refers to the fund dedicated to defray expenses of maintenance and upkeep of the Cemetery and funded by a portion of the sale of interment spaces.

## **C. GENERAL RULES**

1. St. Vincent de Paul Cemetery is owned and operated in accordance with Minnesota State Law and Roman Catholic rules and discipline. It reserves the right to refuse admission to the cemetery or its facilities to any person or persons whom the Management may deem objectionable to the best interest of St. Vincent de Paul Cemetery.
2. St Vincent Cemetery is primarily reserved for the burial of members of St. Vincent de Paul Church but is available to Catholics outside of the parish community and their Christian family members.
3. St. Vincent de Paul Cemetery will be open during daylight hours and may be visited every day of the year, weather permitting. There is no staffed security and visitors will be responsible for their own safety. Visiting during non-daylight hours may be subject to questioning by a cemetery or local authority.
4. The parish cemetery authority and the Archdiocese of St. Paul and Minneapolis shall take reasonable precaution to protect owners, and the interment spaces of owners, from loss or damage. The parish cemetery authority and the Minnesota Catholic Diocese shall not be liable for damage or injury to any person or property in the cemetery, except for injury or damage arising from its sole negligence.

The parish cemetery authority and Archdiocese shall not be responsible for loss or damage from causes beyond their reasonable control, and especially from damage caused by the elements, an act of God, vandals, mischief makers, unavoidable accidents, whether the damage be direct or corresponding.

5. Persons entering the cemetery grounds, or buying interment spaces therein, are mere licensees and assume all risks.
6. St. Vincent de Paul Cemetery and Parish are not responsible for theft or damage to anything placed on interment spaces.
7. Every effort is made to accommodate the schedules for interments and inurnments. There will be no committal services scheduled on Sundays, holidays or holy days. Funeral homes are requested to check with the parish cemetery authority for availability of specific interment times.
8. Religious ceremonies other than those of the Roman Catholic Church are not permitted within the Cemetery without the permission of the Pastor.
9. All persons entering St. Vincent de Paul Cemetery must display proper respect for the deceased and for the sacred interment spaces in which they are interred.

10. Pets are not allowed on Cemetery grounds.
11. Soliciting of any kind in the Cemetery is prohibited. No signs, notices or advertisements of any kind shall be placed within the cemetery, unless it is in direct association with and has been placed by, or with the permission of, a parish cemetery authority.
12. Firearms are prohibited except as necessary for police or security personnel, military guard of honor and only when under the command of an officer during a military service and with the approval of the parish cemetery authority.
13. Cemetery records are located at the St. Vincent de Paul parish office. Office hours for record questions are Monday through Friday, 8:00 AM to 4:30 PM.
14. Burial locations can also be found by accessing our website at [www.saintvdp.org/cemetery](http://www.saintvdp.org/cemetery). Then by choosing Cemetery Search and Public Search.

#### **D. RIGHTS OF OWNERS**

1. Interment spaces purchased from St. Vincent de Paul Cemetery are subject to the rules and regulations adopted by the Cemetery and following the policies of the Minnesota Catholic Cemeteries and the laws of the State of Minnesota.
2. The parish cemetery authority reserves the right to refuse interment of any individual except the deceased owner until satisfactory proof of inheritance or transfer by will has been established and recorded in the parish cemeteries records.
3. Resolving questions of ownership of burial rights is governed by Minnesota applicable statutes in effect at the time of the last listed lot owner's death in any heir determination.
4. Purchases are made for burial rights only, and not on the land itself, on which the family member is to be buried. Therefore, owners are subject to the rules regarding financial, burial and decorating responsibilities explained in the following sections.
5. Owners are not allowed to sell gravesites with the exception of a return to the Cemetery, through a parish cemetery authority, at an agreed upon amount set by the Cemetery Association. Grave sites sold back to the cemetery must not be occupied by interments of human remains.

#### **E. FINANCIAL AND BURIAL RESPONSIBILITIES**

1. No grave sites will be sold in common ownership or joint ownership. Title must stand in one name.
2. Prices of grave sites are established by the Cemetery Association and reviewed annually. Fees are on file at the St. Vincent de Paul Church office and on the church website, subject to change without notice.

3. No burials will be permitted without proper financial arrangements with the parish cemetery authority. A bill of sale will not be transferred to the purchaser until financial obligations have been met. No transfer or assignment by an owner of a grave site will be valid without a notarized Transfer of Title.
4. Financial and other arrangements for opening or closing of a grave site must be made with the Sexton or church office before burial is permitted.
5. The sexton or subcontractors of the cemetery are the only persons that will be permitted to open ground burial spaces or columbarium niches.
6. No grave site shall be used for any purpose other than for the burial and memorial of the human dead.
7. An in-ground, standard grave site may be used to bury:
  - a. One casket or one cremation, adult or child/infant
  - b. One casket and one cremation
  - c. Two cremations, adult or child/infant

An in-ground cremation gravesite (located in section 12) may be used to bury:

- a. One cremation, adult or child/infant

A 12"x12" columbarium niche may be used to bury:

- a. One cremation urn, to fit in the 12"x12" space
- b. Two cremation urns, to both fit in the 12"x12" space

A 24"x 12" family columbarium niche may be used to bury:

- a. One cremation urn
- b. Two cremation urns
- c. Three cremation urns, to all fit in the 24"x12" space

8. No interment, excluding cremations, may be made unless the body is contained in a casket and placed in a burial vault. Unfinished, wooden cremation urns must be contained in a cremation vault provided by the Funeral Home.
9. According to the Order of Christian Funerals, cremated remains are to be treated with respect and inurned in a cemetery. The scattering (commingling) of cremated remains within any parish Catholic cemetery is not permitted.
10. A burial permit from the local Health Officer must be presented to a parish cemetery authority prior to interment. Cemetery records will be updated in the parish office once interment is completed.
11. Burials in the "Arms of Hope" miscarriage memorial section must be arranged with the pastoral staff at St. Vincent de Paul Church office.

## **F. MAINTENANCE AND DECORATIONS**

1. Perpetual care is covered in the original purchase price of grave sites. Perpetual care, assumed by the Parish, shall in no case mean maintenance, repair or replacement of any memorial on in-ground grave sites. The Parish disclaims all responsibility from loss or damage beyond its control. When burial has been completed, cemetery employees will seed the in-ground grave site once the ground has settled and been leveled. Families will be responsible for continual watering as necessary.
2. Additional planting in the ground near the burial site and memorial marker is not permitted. This includes annual and perennial flowers or plants and landscaping.
3. General care shall in no case mean the maintenance or replacement of any vase placed on grave sites; nor the planting of flowers or shrubbery, nor watering or sprinkling the grave sites. Flower, tree and shrubbery planting on or near graves is not permitted.
4. Ornate decorations are prohibited unless they are specifically permitted under the rules and regulations. The list of prohibited decorations includes, but is not limited to, vigil lights, shepherd's hooks or other hanging devices, glassware, or statues not directly attached to the memorial marker.
5. No benches or chairs shall be permitted at the grave sites. Only approved benches purchased by a parish cemetery authority are allowed and will be placed in designated locations.
6. Live, potted flowers and plants in standardized, approved plant stands are allowed and preferred. However, natural looking artificial flowers are permitted. Plant stands should be placed near, and to the side of, the memorial marker. Only one plant stand is allowed per standard gravesite.
7. Flowers and decorations are not permitted at the Columbarium niche sites.
8. Decorations placed in the ground near grave sites for Memorial Day may be put out during the week before the holiday and must be removed on or before June 30 to allow for mowing and trimming. Wreaths placed on grave sites for the Christmas season may be put out in November of each year and must be removed by March 1<sup>st</sup> the following year. Maintenance staff will remove and discard all wreaths, flowers, and decorations not removed by the owner of the grave site as per cemetery guidelines.
9. Any plants, flowers, decorations, lights, etc. not in accordance with the rules noted in this section will be removed and discarded by cemetery maintenance staff.

## **G. MONUMENT AND MEMORIALS**

1. All monuments shall be set on a foundation built of concrete, and of the size and depth prescribed by the parish cemetery authority (see Monument Regulations for specific sizes pertaining to areas of the cemetery). The Monument Regulations document is available from the parish office on request. Foundations will be provided by a contracted member of the cemetery management and must be paid as agreed upon by the grave owner and contractor.

2. Workers employed in placing or erecting monuments and other structures, or bringing in materials, shall operate as independent contractors, but do so under the permission of the parish cemetery authority.
3. The parish cemetery authority reserves the right to stop all work of any nature whenever, in its opinion, proper preparations have not been made, when tools and machinery are insufficient, when work is being executed in such a manner as to threaten life or property, when work is not being executed according to specifications, or when any person employed on the work violates any rules of the parish cemetery authority.
4. For in-ground gravesites, it is the responsibility of the survivors of the deceased to purchase a monument or marker with the name of the interred, the year of birth of the interred, and the year of death of the interred. All monuments and memorials must include a commonly identified religious symbol and adhere to the regulations identified in the Monument Requirements.
5. Before any headstone or marker is placed, its size and design must be approved by a St Vincent cemetery authority.
6. The engraving on the columbarium niches is standardized and will be the responsibility of the cemetery. If the engraving request is received within one year of purchase, the cemetery will cover the financial arrangement. If a request is made after the one year, owner may be required to pay the engraving costs prior to the completion of engraving.
7. Memorial engraving, and applicable financial arrangements, on the “Arms of Hope” miscarriage memorial must be arranged with the pastoral staff at the Church office.