

Pine Hill Cemetery Association

1530 E 39th St, Davenport Iowa 52807
 Phone (563)391-5130 Fax (563)445-6621
 Email pinehillcemetery@yahoo.com

Request for headstone engraving or replacement approval.

Fax, email or mail completed form (front and back) for approval of marker

Purchaser Information

| | | | |
|---------|--------------|-------|----------|
| Name | Phone number | Date | Email |
| Address | City | State | Zip Code |

Engraving change to existing memorial LAYOUT REQUIRED BEFORE APPROVAL

| | | |
|--|---|---|
| Engraving for: | Engraving to be added/changed | Will Memorial be removed from Cemetery? Yes No |
| Names on existing marker | | |
| Marker style (wedge, bevel, monument etc.) | Engraving existing Memorial or replacing with new? New Existing | If Monument, will reverse side be used for other graves? Yes No |
| Size of Marker if replacing: | Total height of Marker | Flower vase if added: 1 or 2 |
| Size of Vase | Attach to Marker or concrete | If Concrete, side or front center |
| | Additional size foundation needed for vase or larger stone? Actual concrete size determine by lot size | |

Foundation charges length of marker (inches) + vases (if attached to concrete) x width of marker (inches)
 divided by 144 x \$50.00 \$100.00 (Minimum charge \$100.00)

Monument Company

| | | | |
|--------------|---|--------------|----------------|
| Company Name | Phone | Fax | |
| Address | City | State | Email Zip code |
| Date of Sale | Date desired in cemetery must allow 4-6 weeks | Sales person | |

| | | |
|---------------------------|----------------------------|---------------------------|
| Pine Hill use only | Marker approved as written | Not approved/reason |
| Lot Number | Section 3 | |
| Foundation charge | Marker setting | Total charges Amount paid |

Engraving/Memorial replacement approval is subject to rules and regulations of Pine Hill Cemetery Association. Upon approval purchaser agrees to release Pine Hill Cemetery of any liability for said engraving/memorial replacement. Memorials are not covered by perpetual care, or by any damage by vandalism, acts of God etc.

I agree to have above described work performed in Pine Hill Cemetery and agree to follow the rules and regulations of Pine Hill Cemetery Association.

Date

Purchaser

Read back of contract for additional guidelines

All grave markers and/or engraving must be pre-approved for style and size prior to final sale. Marker restrictions are based on the area of the cemetery, number of graves being marked and size of each grave. All grave markers must be placed on a concrete foundation and will be poured by Pine Hill Cemetery Association. Monument dealers are responsible for setting marker once foundation is complete. All foundation charges must be paid prior to pouring the concrete and must allow 4 – 6 weeks for completion. Concrete will only be poured during the months of April through October. Foundation request must be no later than April 15, for Memorial Day installation and no later than October 1 for fall installation.

General guidelines

Some areas require ground level headstone and are very restrictive in size. Upright markers are permitted in most parts of cemetery, but restrictive in style and size based on the number and size of grave spaces. Individual markers are restricted to no more than 24 inches in length and 12” front to back. Infant markers may not be any larger than 20 inches in length by 10 inches front to back and be flush with the ground. Some infant markers will require sawed/smooth sides. Ground level markers must be a minimum thickness of 3 inches and maximum thickness of 4 inches. If two cremation burials occur in one traditional space, only one marker may be purchased and must have both names on marker and cannot exceed 24 inches in length by 12 inches front to back.

Vases will be allowed but must be bolted to concrete or headstone base. Ground vases are not permitted. Vases may affect size of headstone permitted.

Headstones are not permitted to be set in wet cement.

Foundations will be poured under the following guidelines:

Footing is to be dug the size of the base part of the stone 30” deep, with a posthole to depth of 48”. One post hole per 24” length of stone. If foundation sits on top of burial vault, entire depth of marker size must go to top of the vault. A concrete flange must be poured with 4” flange but not to exceed 20 total inches from front to back and no wider than 32” from side to side per traditional grave space. Flange must not cross property line of grave site. Concrete is to be flush with existing ground.

Permanent flower vases must be bolted to concrete or stone itself. If permanent vase is not purchased, a PVC pipe of 3” inside diameter must be installed in the concrete, but to allow drainage into the dirt. This is to allow flowers to be placed at the grave. 2 pipes are to be installed.

Charges

Charges are figured by the square foot needed for each stone and vase. Minimum charge is \$100.00.

Above ground markers, size will be figured with minimum of 12 inches front to back.

Ground level markers requesting concrete flange will be charged additional \$50.00 which includes Pine Hill setting the stone.

Marker setting for internet orders, markers shipped from out of town dealers etc. will be charged additional setting fee of \$100.00 for single piece markers and \$200.00 for two piece markers, and will include accepting delivery and setting with appropriate seals.