

RULES AND REGULATIONS OF CEMETERY OPERATIONS by the OLIVE HILL CEMETERY ASSOCIATION

These rules and regulations have been adopted by the **OLIVE HILL CEMETERY ASSOCIATION** (*hereinafter referred to as the "ASSOCIATION"*) for the protection of Olive Hill Cemetery, and those buried within the cemetery - and to insure the maintenance of a uniform and permanent beauty within that historic cemetery.

I. Ownership and Management:

- a. The cemetery shall be administered by the ASSOCIATION.
- b. The right of general control of the cemetery in all matters, whether or not they are specifically covered by these rules and regulations, is held by the ASSOCIATION.
- c. The management of the cemetery shall be under the direction of the ASSOCIATION for direct and complete supervision of the cemetery in all matters.
- d. Within the confines of the cemetery grounds, the ASSOCIATION shall have complete supervision of all activities within the confines of the cemetery grounds.
- e. It is the responsibility of the ASSOCIATION to maintain the plots and gravesites.

II. Definitions:

- a. The term "**cemetery**" is defined as a burial park for earth interments.
- b. The term "**interment**" shall mean the permanent disposition of the remains of a deceased person into the earth.
- c. The term "**lot**" shall mean an area that is a proved family legacy from one of the founding families of Olive Hill Cemetery. Size of the lot and the number of graves allowed per lot are expressly and unequivocally to be determined by the ASSOCIATION.
- d. The term "**burial space**", "**site**", "**gravesite**" or "**plot**" shall mean a single space, approximately 5X10 feet, within the cemetery and designed for the interment of one body - or the cremated remains of three bodies.
- e. The term "**memorial**" or "**marker**" shall designate a monument, tablet or headstone for the family or individual use.

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III. Interments:

- a. The ASSOCIATION reserves the right to refuse interment in any space.
- b. Requests for interment:
 - i. Requests for interment shall be made to an officer of the ASSOCIATION.
 - ii. Requests for interment shall only be accepted for families holding an ASSOCIATION membership certificate.
 - iii. Requests for interment shall only be accepted for spouses or children of persons already interred at Olive Hill Cemetery.
 - iv. Only with the approval of an officer of the ASSOCIATION may the request for an interment site may specify the exact location of the plot in the cemetery for the grave to be opened.
 - v. Any request submitted on Friday must be for no sooner than Monday afternoon.
- c. No interment will be allowed on Sunday or legal holidays or on the day upon which any holiday is legally observed, except by the approval of an officer of the ASSOCIATION.
- d. Arrangements for emergency burials must be made through the ASSOCIATION and proof of emergency furnished.
- e. The ASSOCIATION shall not be held responsible for any request taken by telephone, or for any mistake occurring for want of precise and proper instructions as to location of burial space or cemetery where interment is desired.
- f. All graves shall be opened within the specified five (5) by ten (10) foot space al plotted for each single burial and shall be approximately five to six feet deep. A plot space will be saved for surviving spouse, upon a written request to an officer of the ASSOCIATION.

IV. Creains:

- a. Any casket, urn, or suitable container containing the cremated remains of any person may be interred following the same general procedures as for the burial of a body.
- b. The minimum creains site shall be one (1) foot by one (1) foot; the depth shall not be less than two (2) feet.
- c. Ashes not be scattered within the grounds of Olive Hill Cemetery.
- d. Burial of creains within an existing grave is not permitted.

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V. General Supervision of the Cemetery:

- a. Entrance into the cemetery except through the main entrance is strictly forbidden. The ASSOCIATION reserves the right to refuse admission to the cemetery and to any person or persons who are deemed objectionable to the best interests of the cemetery.
- b. Visitors are welcome on the cemetery grounds at any time. Children under fifteen (15) years of age shall not be permitted within the cemetery unless accompanied by an adult.
- c. All funerals upon reaching the cemetery shall be under the supervision of the funeral home staff with the guidance of the ASSOCIATION Executive Committee member in attendance.
- d. Once a casket containing a body is in the confines of the cemetery, no funeral director, or his embalmer, or assistant, employee, agent, cemetery official or any other person shall be permitted to open a casket or to touch a body without the consent of the legal representative of the deceased, or without a court order.
- e. The ASSOCIATION shall not be held responsible for the interment permit nor for the identification of any person sought to be interred, nor for the burial preparation of the deceased.
- f. No above ground crypts or tombs shall be permitted in Olive Hill Cemetery.

VI. Site Preparation:

- a. Every earth interment must be made in an outside receptacle of metal, concrete, fiberglass or wooden box. The receptacle shall be furnished and installed by the mortuary. The ASSOCIATION has the right to refuse any such receptacle that is damaged or in any way inadequate.
- b. Tents, artificial grass, lowering devices and other equipment used in making interments, disinterments, and removals shall be furnished by the mortuary.

VII. Permanent Markers:

- a. All graves shall have a permanent memorial or marker, it shall be set with substantial footing, and not exceed forty-five (45) inches in length.
- b. Within one (1) year, the family of the deceased shall have erected on the plot a marker, constructed of good quality granite, marble, or bronze, setting forth at a minimum, the name of the deceased buried on the plot, birth date and date of death.
- c. A foot stone marker shall be optional.
- d. With the approval of the ASSOCIATION, curb or coping may be placed on the gravesite. It must be of lasting quality that is in character of the cemetery.

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VIII. Disinterments:

- a. The ASSOCIATION reserves the right to require at least ten (10) days prior notice to any disinterment. No disinterment will be made on Saturday, Sunday, legal holiday or on the day that any holiday is legally observed. All disinterments shall be done at the convenience of the ASSOCIATION.
- b. No disinterments of a body will be made without an order of a court of competent jurisdiction. The Oklahoma County Coroner shall also be notified as to the disinterment.
- c. The ASSOCIATION shall be involved only to the extent of opening the grave and shall assume no liability for any damage to any casket, incurred in making a removal. The actual removal of the casket from the grave and the cemetery shall be done by the person or persons legally authorized to make the removal.

IX. Rules Governing the Maintenance of Cemetery:

- a. Domestic animals, including dogs and horses, are forbidden in the cemetery. No driving or riding shall be allowed on graves, lawns, or walks; this applies to animals, bicycles, and all motor driven vehicles including cars, trucks, jeeps, motor bikes, snow mobiles and machinery. All persons violating the cemetery rules shall be held responsible for any damage done by them or by any animal or vehicle in their charge.
- b. The family of the deceased shall be responsible for the general upkeep and appearance of said plots. The ASSOCIATION shall not be responsible for the maintenance of individual gravesites.
- c. Live flowers and shrubs may be planted and cultivated on any grave at any time. The planting of trees must have the approval of the ASSOCIATION.
- d. All decorations shall be limited to the gravesites. No decorations shall be hung or attached to the cemetery fences. No glass containers shall be allowed on gravesites. Only artificial or fresh cut flowers, sprays, wreaths, U.S. flags and Christmas blankets will be allowed at any time. However, they will be removed if, in the ASSOCIATION's opinion, they become unsightly or are blown off the graves.
- e. The ASSOCIATION shall not be held liable for lost, misplaced, or broken vases or for damages by the elements, theft, vandals or by causes beyond its control. The ASSOCIATION reserves the right to regulate the method of decorating plots and the right to remove any decoration so that a uniform beauty may be maintained.
- f. No firearms shall be permitted within the cemetery, except at a military funeral or similar occasion, by a military organization, law enforcement officer or by a special permit from the ASSOCIATION.
- g. All persons are forbidden to pick, remove, cut or damage any flowers, trees, shrubs, or plants on any grave, or to deface any monument, structure or other property, or to disturb birds and other wildlife within all of Olive Hill Cemetery.