

Cemetery Policy
11-15-10 draft
As amended after the Church Conference January 2011

A. General Guidelines on who is eligible to be interred in the cemetery of First Baptist Church of Pendleton, SC.

1. All active members of First Baptist Church of Pendleton, their spouses and minor children are eligible for burial plots at no cost.

An active member is defined as someone who, at the time of death, meets two out of three of the following conditions:

- i. On the church roll (Deacon Flock list or Sunday School roster)
- ii. Attending church regularly (at least monthly) unless hindered by physical reasons.
- iii. Making regular financial contributions to the church (at least quarterly).

2. Non-active members, non-resident members, and non-members with some connection to the church are eligible for the use of a plot at the time of death.

A non-active member is defined as someone who, at the time of death, is

- i. On the church roll (Deacon Flock list or Sunday School roster)
- ii. Seldom or never attends church (less than once a month)
- iii. Not making regular financial contributions to the church (at least quarterly)

A non-resident member is defined as someone who, at the time of death, is

- i. On the church roll (Deacon Flock list or Sunday School roster)
- ii. Not living in the greater Pendleton Area
- iii. Seldom or never attends church (less than once a month)
- iv. Not making regular financial contributions to the church (at least quarterly)

A non-member with some connection to the church is defined as someone who, at the time of death, is not on the church roll but meets one or more of the following requirements:

- i. Is an immediate family member (spouse, parent, sibling, minor or adult Child) of someone on the church roll (Deacon Flock list or Sunday School roster)
- ii. Is an immediate family member (spouse, parent, sibling, minor or adult Child) of someone who is buried in our cemetery.
- iii. Is a former member of First Baptist Church of Pendleton.

3. Active Church members may express a preference for specific burial plots. However the following conditions apply:
 - i. All plots remain the property of First Baptist Church. No one has the right to sell or otherwise assign a plot to someone else.
 - ii. Members are not reserving a plot, but expressing a preference. Every effort will be made to comply with the preference request.
 - iii. Coping and other markers may not be placed until interment.
 - iv. Coping and other markers placed before this policy goes into effect and before interment are subject to the conditions of this policy including fees.
 - v. Should the family become inactive their plot preferences may be reassigned.
 - vi. When a member moves their membership by letter (or otherwise contacts the church) an effort will be made to inform them in writing that their status on cemetery plots will be changed to non member status and that all fees will apply.

4. Although the church will make every effort to allow family members to be interred together, for space management reasons non-active members, non-resident members, and non-members with some connection to the church may not express a preference for specific burial plots.
 - i. The only exception to this rule is for spouses of people interred in the cemetery.
 - ii. Non-active members, non-resident members, and non-members with some connection to the church who expressed a preference for a specific burial plot before this policy goes into affect are nevertheless subject to the policy and should not assume that their preference request will be preserved or honored.
5. Provisions for Cremains shall be:
 - a. Interment: Plots for the interment of cremains shall be available under the same guidelines as other burial plots.
 - b. Scattering on church property: Individuals may choose to have cremains scattered elsewhere on church property. The Building and Grounds Committee will erect a permanent marker in the cemetery adjacent to the cremains interment area. Family members may provide at their expense 7"x 3" personalized plaques to be installed on the permanent marker. Scattered cremains will not be subject to fees associated with burial plots.
6. The Building and Grounds Committee shall have oversight of the church cemetery and shall keep an accurate plot map indicating church member's preference.

B. Fee Schedule for the cemetery at First Baptist Church of Pendleton, SC.

1. Because we desire that our cemetery be well maintained in order to honor those who are buried there, we must collect fees. All fees collected shall be deposited in the cemetery maintenance fund and are for the purpose of maintaining the cemetery in perpetuity.
2. An opening fee of \$150 shall be charged of all persons being buried in the cemetery, including the burial of cremains. This shall be collected at the time of interment.
3. Non-active members, non-resident members, and non-members with some connection to the church are eligible to pay an interment fee of \$750 and cremation plots of \$375 at the time of interment.
4. Active Church members (see definition above) are eligible for burial and cremation plots at no cost although opening fees will apply.
5. The Building and Grounds Committee shall periodically review and adjust the fee schedule.
6. Fees shall be collected by the Mortuary/Funeral Home and remitted to the church.
7. Family members of interred individuals are encouraged to make an annual donation to the cemetery maintenance fund in order to help ensure we are able to maintain the cemetery properly.

C. Other Guidelines for Cemetery Use

1. The Building and Grounds Committee shall designate an active church member(s) to oversee this policy including maintaining the cemetery plot map.

2. Plots for cremains will be 3' x 3.' As many as four individuals may be interred in a single plot.
3. Grave plots will be no more than 5' x 10' including coping.
4. The church is not responsible for repair or maintenance of markers.
5. Family members are encouraged to remove dead/faded flowers, stands, pots, etc. from graves. Care should be taken to ensure that flowers and other objects do not prevent groundskeepers from having access to graves.
6. Coping may only be placed around gravesites upon interment. Coping shall not be placed around unused plots (including unused plots adjacent to an interred individual) with the exception of one plot adjacent to an interred spouse.
7. Fences or barriers of any type construction may not be erected in the cemetery. Fences and barriers in existence on January 1, 2011 are exempt from this policy.
8. Any requested exceptions to this policy will be decided by a majority vote of the Building and Grounds Committee.