

Davidson United Methodist Church

“Columbarium at the Prayer Garden”

The Columbarium is a place for the inurnment of the cremated remains and memorializing of those who have shared the fellowship of Davidson United Methodist Church. It is a place for church members and their families who have a desire to be laid to rest on the grounds of a church that they loved and served and to be a reminder to us that those who went before us are not forgotten.

Governance:

The Columbarium is subject to the authority of the Board of Trustees. The Trustees have promulgated these guidelines to delegate the administration of the Columbarium to a standing committee (the Columbarium Committee) composed of six church members one of which must be a Trustee appointed for staggered three year terms and a clergy member. The Board of Trustees reserves the authority to amend these guidelines from time to time after consultation with the Columbarium Committee and with the approval of the Administrative Council.

Eligibility:

Inurnment in the Columbarium shall be limited to cremated human remains in sealed containers of any members, or former members of the Church, and members of his or her immediate family. Immediate family members are defined as spouse, children, stepchildren, parents, stepparents, grandparents or step grandparents, grandchildren or step grandchildren. Eligibility extends to DUMC clergy or former DUMC clergy, companions, and others who may be approved by the Columbarium Committee.

Procedure for Obtaining a Niche:

Anyone desiring to purchase a niche must file a written application on the form provided by the Church and include payment for the purchase price. Checks will be deposited upon committee approval of application. The buyer shall provide the names of those whose remains will be placed in the niche. No niche can accommodate more than two persons. A single, shared space may be purchased. When the Columbarium Committee approves the application, the applicant will receive a certificate for the niche purchased. Applicants can then select from available niches which will be numbered and recorded in the church office.

Fees:

Purchase of the niche includes a one-time fee for the niche, engraving, and perpetual maintenance of the Columbarium. It does not include cremation, transportation, off premises costs or purchase of an urn. Fees can be changed by the Columbarium Committee due to future needs. The current cost is \$1,200.00 for a single and \$2,400.00 for a double niche. No future cost shall be charged. All niches are double niches. In the case of the sale of a single niche, the Church reserves the right to sell the remaining portion of the double niche to another person desiring a single niche.

Memorial Service:

Memorial Services for the inurnment of cremated remains will be designed by a pastor in consultation with the family of the deceased. Only an ordained minister of DUMC, or former pastor of DUMC, may conduct the inurnment ceremony.

Memorial Wall:

The Columbarium garden shall contain memorial plaques to remember those whose ashes are scattered in the Columbarium or at another location, as well as those whose remains are interred elsewhere. Plaques reserved for members, or former members of the Church, and members of his or her immediate family. Immediate family members are defined as spouse, children, stepchildren, parents, stepparents, grandparents or step grandparents, grandchildren or step grandchildren. Eligibility extends to DUMC clergy or former DUMC clergy, companions, and others who may be approved by the Columbarium Committee.

Each scroll shall be engraved with the deceased's name (first, middle, last) and dates of birth and death. No titles will be used. Scrolls are not purchased in advance of death unless, upon death of a spouse, the surviving spouse purchases the scroll immediately after and adjacent to the scroll purchased for the deceased spouse so that the names will be displayed together. Scrolls may not be purchased for any person to use in the future other than the surviving spouse. As with niches, the right to designate use of a scroll is exclusive to the purchaser and may not be sold nor transferred in any manner by a member, their heirs, or assigns. Engraving of the scroll will be arranged by the church. The cost of such engraving is included in the fee of \$500.00. Payment for scrolls is not refundable.

Scattering of Ashes:

As mentioned in the above paragraph, families purchasing scrolls may scatter a symbolic amount of the deceased's ashes in the columbarium garden. Ashes may not be scattered without purchase of a scroll. Due to space limitations, the amount of cremains to be scattered should be no more than the amount to fill the container provided by the church for such purpose. The family of the deceased will be responsible for the disposition of the remainder of the cremains in a location other than the columbarium garden.

Operation and Definitions:**Availability:**

The Columbarium shall be open to visitors at all times.

Removal of Cremains:

If after inurnment, a family member or other authorized individual desires to remove cremated remains entirely from the Columbarium, that request must be in writing, setting forth the reasons and circumstances for the request, including the authority of the person making the request. If the Columbarium Committee is satisfied that the request is appropriate and has received an indemnity agreement from the requesting party, the Committee may approve the request. If such request is granted, the entire amount of the fee and the Certificate shall be forfeited and all right of inurnment shall cease. Thereafter the niche shall become available for designation by the Church for the use of other members or persons eligible under the terms and conditions of these rules, policies and regulations. The opening of any niche is prohibited by anyone other than authorized church personnel except as provided by court order.

Flowers:

Flowers or plants may be placed in the Columbarium area only as directed by the Committee. The placing of any items, such as toys, signs, wreaths, ornaments or any other article not provided by the Committee shall not be permitted in or near the Columbarium area. Any of these items will be removed and disposed of without notice or liability to the Certificate Holder.

Subscriber:

Person or persons who have contracted for a niche. It is the responsibility of the subscriber to notify the Church office of current mailing and contact information.

Engraving of niche covers:

Inscription of Plaques on Niches:

Uniformity of Inscription: The inscription shall be in a uniform size, style, and font as determined by the Columbarium Committee. The purchase price of the niche in the Columbarium shall include the cost of such inscription on the plaque.

Conformity of Text: The maximum inscription shall consist of the following:

NAME OF THE DECEASED (no titles)

DATE OF BIRTH DATE OF DEATH

(Month XX, XXXX) (Month XX, XXXX)

Only the name of the deceased will be inscribed on each plaque.

Correctness of Inscription: An inscription order form will be provided by the Committee to be typed or printed in ink, and signed by the person or persons entitled to do so. Arrangements for the inscription, in accordance with the name and dates so furnished, will be made by the Committee. The Church and the Committee shall be responsible only for such errors in the inscription which deviates from the name and dates as filled in on the signed inscription order.

Surrounding Areas:

Immediate surrounding areas may be used by the Church as deemed appropriate.

Urns/Container Size:

It is the responsibility of the subscriber to provide the urn/container. The niche measurements are 12x12 inches. **Urns shall be the following dimensions 8x8x10 inches and made of glass, ceramic or no corrosive metal, only.**

Location Selection:

Niche location selection will be on a first come first serve basis. The Church office will maintain a chart with subscriber location information.

Columbarium Operation and Maintenance:

The Church shall have the responsibility for maintenance and beautification. The cost of this up keep shall be funded from the Columbarium Fund which will be established from the sale of niches. The cost of the niche shall cover the opening and closing of the niche, initial engraving and a reserve amount to be maintained in a reserve account for future needs.

Columbarium Fund:

The purchase price for a niche will cover the cost of the niche, opening and closing the niche, and a residual to be maintained in a reserve account for future needs related to maintenance, beautification, and possible enlargement of the Columbarium and surrounding area. Funds may also be used for any necessary relocation of the Columbarium. The Board of Trustees, in partnership with the Finance Committee, will ensure that the Fund is invested in a manner to ensure perpetual maintenance of the site. After making said determination, the Trustees may use earnings in excess of the maintenance costs and any prudent reserves to keep the site in first-rate condition and for exterior maintenance of other portions of the church campus.

Record Keeping:

The Columbarium Committee shall keep a master record plan of all niches to be identified by number with the name of the purchaser, date of purchase, date of inurnment, names of the deceased, their birth date and date of death. This record shall be updated at least every quarter from the working copy maintained in the Church office.

Addresses:

Each purchaser shall agree to keep the church advised of a current mailing address for the purchaser and next of kin. Every four years an attempt will be made by the Church to confirm subscribers' intent of use of the niche.

Liability:

No liability of any kind is assumed by the Church for the maintenance or preservation of the cremains of any person inurned in the Columbarium or for any loss or damage to the urns.

Change in Property Ownership:

Should the Church property be sold or the church relocated or dissolved, the Columbarium will be relocated as appropriate and in accord with the prevailing laws of the State of North Carolina.

Resell:

Niches may not be resold or reassigned by the Certificate Holder. If Certificate Holder finds they no longer need or want their purchased niche(s), DUMC will refund the amount paid, less \$500. The church will then make that niche available for sale.

Abandonment:

A niche shall be deemed abandoned if, 12 months after the death of the person reserving the niche (or the last death if two persons have jointly reserved), no cremains have been inurned therein and intention for use has not been expressed to the business office. Abandoned niches revert to DUMC and may be resold.