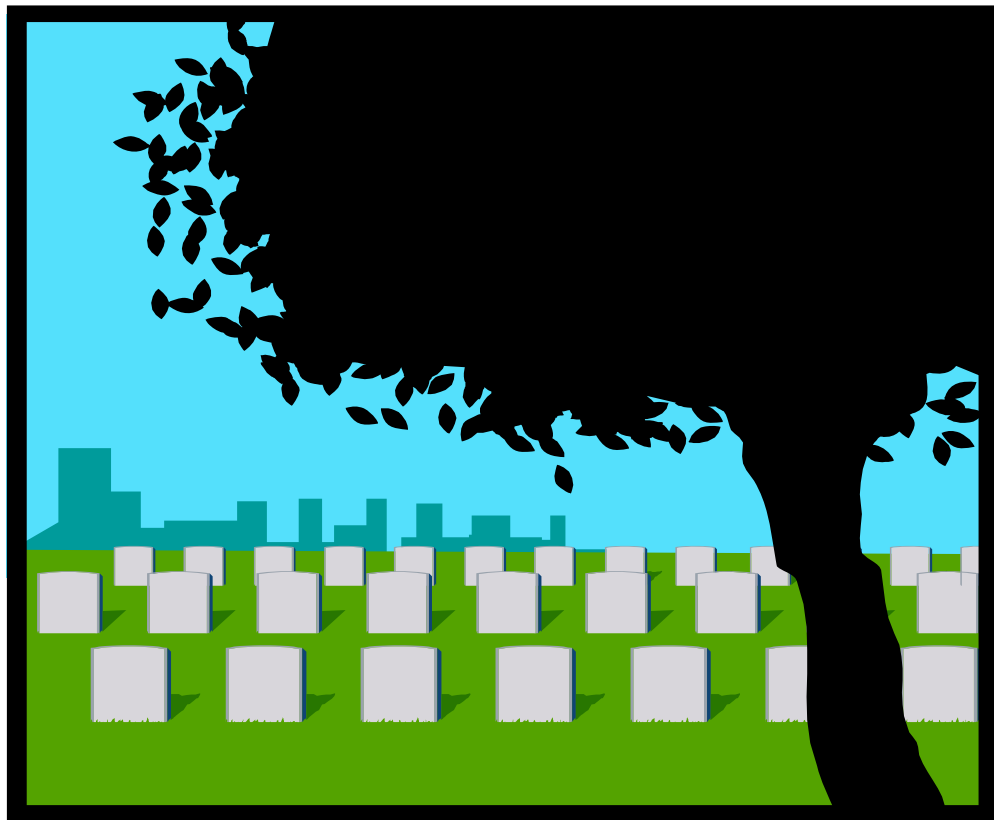


# ANTIGO, ELMWOOD & BOHEMIAN CEMETERY RULES

Note: This rule book is in the process of being updated.  
Check here often for cemetery updates.



Antigo, Wisconsin

## **MANAGEMENT**

1. Antigo, Elmwood and the National Bohemian Cemeteries are owned by the City of Antigo.
2. The Director is hired by the City Council and under their direction.
3. The Director shall have general supervision and control of the Cemetery grounds including all private lots subject to the direction and approval of the Council.
4. The Office of the Director is located at 700 Edison Street and serves as office for the three cemeteries. Normal duty hours are 8 a.m. to 3:30 p.m. daily except week-ends and holidays.
5. The Director shall have charge and care of the Cemeteries, the selling of lots and graves, keeping of records of all Interment, orders for work on private lots, and charge of all Funerals when entering the Cemetery.
6. All accounts must be paid to him at the office and he must issue a receipt stating what the payment was for, keep an approved system of books showing all receipts and disbursements of the Department and remit to the City Treasurer at regular intervals all cash received, taking his receipt.
7. All business should be transacted at the office, such as placing orders for work, bills paid, complaints made, lost and found articles reported.
8. The Council reserves the right to adopt all additional Rules and Regulations, or to amend, alter or repeal any rule, regulation or prices.

## **LOTS**

1. Persons desiring to purchase a lot or grave should visit the Cemetery where the Director or his assistants will aid in making a selection. When a lot is paid for in full, a good and sufficient Deed for Cemetery purpose only shall be issued by the City Clerk and the Mayor.
2. All lots shall be sold subject to the rules and conditions provided, or which may be hereafter passed by the Council and the Deed of conveyance shall so state.
3. No lot shall be used for any other purpose than for the burial of the human dead, and the placing of appropriate markers as memorials.
4. The transfer of lots or parts of a lot to another party must be reported at the office of the Director for recording, before said party will be allowed the use of the same. No person will be recognized as owner or part owner of a lot unless his or her name appears upon the books of the Cemetery.
5. Persons desiring to allow the interment of bodies other than members of their own family, must secure a written permit for same, signed by the owner or by the legal representative, to be filed with the Director.
6. In the event of the death of a lot owner, an affidavit must be filed in the office of the Director, signed by one of the Heirs at law and in the case of minors, by their Guardian, who shall be authorized to sign orders for interments, and give other needful directions regarding the use of the lot.
7. Block two, Section "A" and Block three, Section "A" is designated as a Cremation Section. Lot sizes are 36" x 36" with only one cremation per space authorized. Flowers, trees, shrubs, etc. are not authorized.

## **PRICE OF LOTS**

1. The price of lots shall be set and approved by the City Council and be posted in the Director's office.

## **RULES FOR VISITORS**

1. Visitors to the Cemetery are requested to observe the decorum that should characterize their presence in a place consecrated to the burial of the dead; the Director should not be compelled to remind the thoughtless of this fact.
2. Any person or persons found loitering on the grounds after dark will be liable for arrest.
3. Visitors are requested to keep on the Paths and Avenues and to refrain from walking over lots to make a short cut through the Cemeteries.
4. No automobile or other motor vehicle shall be operated or driven within the Cemetery at a speed in excess of ten(10) miles per hour.
5. Dogs will be allowed in the Cemetery only when confined in a vehicle.
6. The throwing of rubbish on the Avenues, Walks or any part of the grounds is strictly prohibited; there are receptacles for that purpose.
7. All persons are strictly prohibited from plucking flowers, either wild or cultivated, or from breaking any tree shrub or plant and from writing upon, marking, defacing or in any manner injuring any Marker, Monument, Fence or Structure in or belonging to the Cemetery.
8. Any person disturbing the quiet and good order of the Cemetery, by noise, or other improper conduct, will be compelled instantly to leave the grounds.
9. The Cemetery Authorities will not be responsible for any damage to lots or structures thereon, or for flowers or articles removed from any grave or lot. Any damage or loss should be reported to the Director who will endeavor to discover the offender.
10. Weapons are not allowed on Cemetery property, except military, attending funerals and authorized Peace Officers.
11. All persons are reminded that the Cemetery is sacredly devoted to the interment of dead and that a strict observance of all proprieties due such a place will be required of them. The Director and his Assistants are invested with full power to arrest any offender of the rules and regulations of the Cemetery grounds, now in force or which may hereafter be enacted.

## PRIVILEGES AND RESTRICTIONS OF LOT OWNERS

1. The owners of lots wishing to make improvements to their lots must consult the Director, as all work is done under his supervision.
2. The general care of lots (which covers mowing the grass), is assumed by the Cemetery.
3. No one except an employee of the Cemetery will be allowed to disturb the sod on any lot or grave.
4. If, however, any person sets out plants on a lot or single grave in an unsightly manner or fails to properly care for them, the Director may cause them to be removed and the bed or grave to be sodded over.
5. All receptacles for flowers will be removed from the lots October 15th. If owner wishes any kept for future use, they must remove them before that date, this applies to watering utensils as well. In no event will the Cemetery Officials be responsible for articles placed on lot.
6. No tree or shrub shall be planted, removed, cut down or destroyed within the border of any lot without the consent of the Cemetery Officials.
7. If anything is placed on any lot which shall be offensive or injurious or which violates any rule, it will be removed without notice.
8. No fences or obstructions will be permitted within the Cemetery. To maintain the proprieties of the place, the Cemetery Officials explicitly reserve the right to forbid enclosures of the grounds which may be considered as interfering with the general design or good appearance of the Cemetery.
9. Mounds over the graves shall not exceed 4 inches and shall be sodded.
10. The planting of flowers is allowed at grave sites. They are only to be planted in front of the monuments and may not stick out more than 18 inches.
11. When fences, hedges, copings, shrubs, trees or other enclosures erected or planted previous to the enactment of these rules, upon any lot, have by reason of neglect or age, become objectionable in the judgment of the Cemetery officials, they shall have the right and it shall be their duty to instruct the Director to have same removed.

## RULES FOR BURIAL

1. No burial will be permitted in any lot or grave in the Cemeteries until laws regarding burials, as may be in force in the City of Antigo, have been complied with.
2. No interment shall take place without the Burial permit and payment made for opening of the grave, and any charges there may be due for work or services on the grave or lot.
3. No grave shall be dug unless the lot or grave has been paid for.
4. The Director shall not be held responsible for any mistake from want of precise and proper instructions for the particular space in lot where interment is wanted.
5. If order for interment of deceased is not of the immediate family or lot owner, permission in writing from such owner must be filed with the Director.
6. **Two adult interments in one grave (that is, one above the other) will not be permitted.** An infant child or cremated remains may be buried on top of an adult grave. **Not more than two cremated remains are permitted in one space (4' x 9').**
7. Veterans' Graves: The Veteran must be the first burial and, at the time of death, the spouse must indicate a desire to be cremated and buried with his/her spouse. No other individual may be buried in that grave.
8. The Director or one of his assistants are required to be in attendance at every interment.
9. No burials will be made on Sunday or a Legal Holiday except as may be required by the Board of Health, and the charges for opening and closing of the grave shall double that of the regular price.
10. Orders for interment should reach the Cemetery at least 24 hours before the time of interment.
11. For convenience, safety and appearance, the Cemetery does not permit any other equipment but its own and/or a Vault Company, to be used for service at the grave, such as lowering device and lining.
12. No grave shall be opened by any workman, but those employed by the Cemetery under the direction of the Director.
13. Funeral designs and floral pieces will be removed as soon as they become unsightly.
14. Workmen engaged in the vicinity of a burial must suspend their labors during a religious service at the grave.
15. If a funeral arrives at the cemetery so late that the grave can not be closed before 3:00 p.m., Monday through Friday, a charge based on current overtime pay will be made for each hour thereafter or fractional part thereof as interment charges.
16. If a funeral, or grave preparation, is required on a declared city holiday, or outside the normal scheduled hours of Monday through Friday, 7:00 a.m. – 3:00 p.m., the charge will be the approved Saturday rate.

16. Interment will not be allowed unless in a cement or steel vault.

## DISINTERMENT AND REMOVAL

1. Disinterment and removal of a body will not be made without proper authority, permission of the Cemetery Authorities, the lot owner and the next of kin of the deceased. The charge will be one and a half times interment charges. Disinterment permit is required.

## RULES FOR MONUMENTS

1. Great care should be taken in selecting designs for monuments and markers. A monument should be designed with reference to its surroundings, consideration being given to the size and character of other monuments standing near it.
2. Lot-owners and monument dealers are strongly urged to consult with the Director before selecting a monument. Advice will be cheerfully given and may save expensive mistakes or serious disappointments as work may otherwise be ordered not in accordance with rules of the Cemetery.
3. To prevent the excessive and unsightly crowding, not more than one monument shall be permitted on a lot, and not more than one flush marker shall be placed on any one grave. Single graves may only have a single flush marker not larger than 30 inches long and 20 inches wide.

4. Dimensions of Monuments	2-space Lot	3-space Lot	4-space Lot	5-space Lot
Maximum length, base stone	46"	46"	52"	54"
Maximum height, base and die stone	28"	28"	28"	28"
Maximum width, base and die stones	14"	14"	14"	14"
Maximum die-stone thickness	8"	8"	8"	8"

In the Cremation Section markers are required and must be flush with the ground. Only one size marker is authorized, that being 30" x 20", to include a cement collar. Any variations must be approved by the Parks, Recreation and Cemetery Director.

5. Monuments shall consist of one piece only.
6. No marker, headstone or monument shall be placed at any grave or upon any lot unless the space or lot has been paid in full.
7. No material except granite or standard bronze shall be used for markers or monuments, and bronze may be used only if securely attached to a granite base, or in a cement collar.

## **RULES FOR MONUMENTS CONTINUED**

8. Uniformity should be maintained in the stonework upon lots, therefore the use of two or more kinds of granite varying materially in color or texture will not be permitted on the same lot, except on lots where monuments were set previous to the enactment of these rules. Similar markers may be erected by special permission of the Director.
9. All monuments must have foundations of solid masonry of a depth and size deemed proper by the Director.
10. Persons engaged in placing vaults, monuments or other structures are prohibited from attaching ropes to trees, shrubs or other objects without permission of the Director, and no stones, bricks or other material and equipment shall remain longer on the grounds than is actually necessary for the completion of the work. A place shall be designated by the Director for deposit of such material and equipment.
11. No corner-post shall be set by others than employees of the Cemetery and shall be marked with Block and Lot number only.
12. Bases for monuments must be dressed to an even level bed leaving the stone of a uniform thickness. All stone work shall have the surface next to the foundation bedded off sufficiently true and level to allow every part to be in contact with the foundation. The use of pawls between base stone and foundation, removal of any part of the foundation to accommodate irregularities or other defective workmanship in the base stone will not be allowed.
13. Dealers or Manufacturers cards or advertisements shall not be marked on any stone or placed anywhere within the Cemetery enclosures.
14. Workmen engaged in placing stones shall provide suitable boards on the ground on which to move same, or run trucks over. Immediately after a job is finished, all rubbish must be cleared away and the ground left clean and in good condition. Adjoining lots, paths or roads where work is being done must not be blocked or injured. This rule is strictly enforced.