



ARARAT ARMENIAN CEMETERY  
*Association*

**GRAVE MARKER / HEADSTONE POLICIES AND PROCEDURES**

***WE CANNOT GUARANTEE INSTALLATION BY A SPECIFIC DATE IF THE MARKER IS RECEIVED AND/OR THE HEADSTONE SETTING FEE IS PAID FEWER THAN 30 DAYS IN ADVANCE.***

General

1. Permanent grave markers are not required by Ararat and Masis Ararat Armenian Cemeteries [Cemetery]. Personal, temporary markers may be allowed only with the approval of the Cemetery and for a period not to exceed 6 months following interment.
2. The Cemetery will accept delivery of and install headstones only from headstone vendors who have a copy of their Business License/Business Tax Certificate, Sellers Permit, Liability Insurance, and Workers' Compensation Insurance on file with the Cemetery Administrative Office. It is the customer's responsibility to confirm with the Cemetery that a vendor has these documents on file prior to ordering a headstone.
3. All headstones ***shall be approved*** by the Cemetery ***prior*** to being ordered and purchased. Vendors shall fax or email a layout of the design, with complete specifications and measurements, to the Cemetery Administrative Office. Approval shall be signed and dated on the layout and returned to the headstone vendor.
4. Markers and vases are the property of the purchaser. The Cemetery in no way is responsible for any damage prior to or after installation by Cemetery personnel. Repairs and replacement of vases shall be done at owner's expense.

Size & Material Requirements

1. All markers in Masis Ararat Armenian Cemetery [Masis] and in Plots 4 through 12 of Ararat Armenian Cemetery [Ararat] shall be level and flush with the lawn. Upright monuments, additional tablets, and raised or beveled markers are *not* allowed.
2. The maximum marker dimensions allowed in Masis and in Plots 4 through 12 of Ararat are 24" Wide x 18" High (for a Single marker) or 60" Wide x 18" High (for a Double marker). Markers will be encased in cement, providing 4" borders on each side and the bottom. The top will have an 8" border to allow for a vase[s]. The overall maximum dimensions, to include the borders, for a Single marker is 32" Wide x 30" High, and 68" Wide x 30" High for a Double marker. For Double markers, borders on the bottom, or the sides, can measure wider to accommodate vases, but the overall maximum dimensions cannot exceed the measurements cited. All markers shall be 3" thick.
3. Upright markers are allowed only in Plots 1, 2, & 3 of Ararat. They are not allowed at all in Masis.

4. The cement base for any upright marker in Plots 1, 2, & 3 of Ararat cannot be any larger than 30" x 12" x 5" for a Single upright marker and 60" x 12" x 5" for a Double upright marker. The maximum height of upright markers will be considered on a case-by-case basis.
5. Markers are required to be made of either granite, marble, or bronze. Nothing else will be allowed.
6. All parts of a marker, including any border around the marker, are required to be at least 3" thick. If the family chooses to have a granite border around the marker, the border is required to be 3" thick granite.
7. Markers made of either granite or marble may be set without borders, but the holes for vases are required to be cut directly into the granite or marble. Such markers shall be at least 3" thick and are required to have rounded (lawn mower proof) edges of at least ½ inch.

### Installation

1. All headstone setting fees must be paid **before** the headstone is delivered to the Cemetery.
2. All flat markers and bases of upright markers **shall be installed only** by Cemetery personnel, and, **only** after the payment of the appropriate setting fees. Setting fees include a flower vase[s]. Options are available as to the type of vase and vary in price.
3. Headstones are installed in the order in which they are received by the Cemetery. We cannot guarantee that a headstone will be installed by a specific date if it is delivered to the Cemetery fewer than 30 days prior to the desired installation date or if the headstone setting fee is paid to the Cemetery fewer than 30 days in advance.
4. Any marker or base which is **not** installed Cemetery personnel, or which is installed without payment of the appropriate fees, will be removed from the gravesite until arrangements are made with the Administrative Office.

### Special Considerations

1. In the event that a marker must be removed in order to prepare a grave for an interment, the family will be assessed a fee for moving the marker and returning it to its original location.
2. Where there is an existing, non-conforming marker on the grave of a spouse, the Cemetery may approve a marker of the same width and height upon the burial of the second spouse. However, all granite, including any granite border, must be at least 3" thick. If the marker will have a granite border, the border must have rounded (lawn mower proof) edges of at least ½ inch.
3. In the event that the concrete, granite, or pebble border around a non-conforming marker breaks or deteriorates, Cemetery staff will contact the family to arrange to re-set the marker. The marker shall be re-set by Cemetery staff and the appropriate headstone setting fee shall be paid at the Administrative Office. Upon re-setting, the headstone is required to conform to current marker and headstone size rules.
4. The Cemetery will remove any marker deemed to cause a hazard due to its deteriorated condition until such time as the appropriate fees for re-installation have been paid.

5. The Cemetery may deny approval of any headstone, monument, or other structure or object which may conflict with the regulations or which may be considered injurious to the general appearance of the Cemetery.

(Replaces and supersedes previous Grave Marker/Headstone Policies and Procedures from March 1, 2018.)