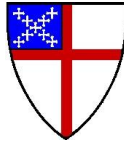


St. John's Episcopal Church

206 West Maple

Mount Pleasant, MI 48858

989.773.7448



Columbarium Policies and Procedures

The Columbarium

The Columbarium shall consist of niches of uniform size for the inurnment of the ashes of a cremated body. Each niche shall have a bronze plate of uniform size which shall be engraved with the name of the deceased, date of birth, and date of death. Each niche in the Columbarium, as currently constructed, is limited to the ashes of a single individual.

Eligibility Requirements

Purchase and ownership of a niche in the Columbarium is available to any person as long as the person intended to be inurned meets the criteria for inurnment as set forth in this Policies and Procedures document for St. John's Episcopal Church of Mount Pleasant, Michigan.

Inurnment in the Columbarium is available to currently active members, their spouses, parents, children, and siblings, and to formerly active members who have transferred. Former ministers of St. John's Episcopal Church of Mount Pleasant and their families shall also be eligible for inurnment in the Columbarium. Other individuals may be approved for inurnment by the Vestry of St. John's Episcopal Church. Issues of eligibility will be determined by the Vestry.

Reservation Privileges

A single niche will be considered to be reserved after payment in full. Payment plans may be made available with a required minimum of \$200.00 as a deposit for each requested niche. Payment in full is due three months from the date of application. Niche assignment will be made upon payment in full for each niche requested.

Pricing

The Columbarium is intended as a service to those who meet eligibility requirements. The cost has been set at \$500.00 per niche for the maintenance of the Columbarium, the Garden, and a contribution to the Columbarium Fund of St. John's Episcopal Church. The cost of the bronze liner and the engraving of the bronze plate are included in this price.

Title and Retained Rights

Legal title to all niches shall at all times remain with the Church. The exclusive right to place the cremated remains of an eligible person in the Columbarium niche and to keep them there as long as the Columbarium shall be maintained is based on the following terms:

- a) The purchaser of this exclusive right, who has paid the fee in full and selected a specific niche, shall receive a Certificate of Ownership signed by the Rector (or in his/her absence, the Senior Warden) and the Clerk of Vestry, attesting to the ownership of a specific numbered niche as personal property. There will be no assessments of future charges after the purchase fee has been paid in full.
- b) The exclusive right to use a specific numbered niche which is personal property may not be sold or otherwise transferred. It can only be surrendered back to the Church without refund of any portion of the purchase fee. The Church must be notified of any modification of the intended person to be inurned, as indicated on the application form and Certificate of Ownership. Any change must meet the inurnment criteria to be approved by the Vestry.
- c) The Church reserves the right to enlarge, remodel, or move the Columbarium to another location within the Church property located at 206 West Maple Street, Mount Pleasant, Michigan, or to a new location should the current location change. Should the Church find it necessary to do so, it will be at no cost to the owner of the niche nor the family of the inurned.
- d) The fee of such exclusive right for future purchase of a Columbarium niche may be changed by the Church at any time. The purchase fee shall be uniform at any time, regardless of the number/location of the niche selected. The right to select a specific niche may be given to purchasers in the order in which payment in full is received. Payment in full is due three months from the date of application. Niche assignment will be made upon payment in full for each niche requested.
- e) All policies and procedures shall also apply to the heirs of the purchaser/owner and the heirs of the person inurned in the niche.

The Committee

The Vestry shall at all times have full control of the Columbarium.

Conditions

The Columbarium will be open to visitors at all times.

No cremated remains may be inurned in a Columbarium niche without a committal service or the presence of an official (Rector or Senior Warden) of St. John's Episcopal Church, Mount Pleasant, Michigan.

The Columbarium garden will be landscaped and maintained by the Church. No other flowers or decorations will be permitted at, on, or near the Columbarium after the committal service.

The process for opening a niche for removal of ashes will be handled by a church official (Rector or Senior Warden) upon request by an individual with the legal authority to make such a request.

The Policies and Procedures for the Columbarium may be altered, amended, or repealed at any time by action of the Vestry.

Approved 10 May 2011 by the Vestry of St. John's Episcopal Church

St. John's Episcopal Church is a Parish of The Episcopal Diocese of the Great Lakes
The Episcopal Church (USA)

The Most Rev. Sean W. Rowe, Presiding Bishop and Primate

Members of the Worldwide Anglican Communion

The Most Rev'd Sarah Mullally, Archbishop of Canterbury designate