



Town of Nassau Cemetery

Foundation/Memorialization Application

Foundation/Memorialization Application: \$25.00 per foundation/memorial

PLEASE NOTE: Any foundation or monument placed on Town property without an approved application and payment in full of all lot or memorialization charges, will be removed at the owner's expense.

Date of Application: _____

Applicant (owner of the lot or designee): _____

Applicant's Address: _____

Applicant's Telephone Number: _____

Applicant's Email Address: _____

Cemetery: _____ Lot Number: _____

Monument Dimensions: _____

Monument Materials: _____

Name and Contact of Insured Installer:

Applicant Comments:

REQUIRED - PLEASE ATTACH: a sketch, showing the design and plan of the work inscriptions and location of proposed memorial on the lot.

OFFICIAL USE ONLY:

Date Application was received: _____ Date of Processing: _____

Application is: Approved DENIED

Nassau Building Department Signature: _____

Monument Guidelines:

Complete Rules and Regulations are available on the Town of Nassau website.

The owner(s) of each grave site(s) will have the right to erect any stone, monument, sepulchral or other memorial structure thereon. Headstones shall not exceed four feet in height and must be placed on a solid concrete foundation, installed by an entity approved by the Town of Nassau or its agents. All monuments shall be no larger than eighty percent (80%) of the width of the lot, unless approved in writing by the Town of Nassau. No vault shall be built entirely or partly above ground without prior written permission from the Town of Nassau. All monuments or parts of vaults above ground shall be of marble, granite, or other cut stone. Flat grave markers, including veteran's grave markers, must be placed on a concrete foundation so constructed that the surface of such marker will remain flush with the ground. Flat markers will be allowed above ground if they are placed on a cut stone base at least 6 inches thick. Plans for the erection of a mausoleum or sarcophagus will not be approved until satisfactory provisions have been made for the endowed care of the structure. The amount of the endowment will be determined by the Town of Nassau and will be based on the size and design of the building. A "Foundation/Memorialization Application" form accompanied by a sketch, showing the design and plan of the work and shall show sizes, kind of material, inscriptions and location of proposed memorial on the lot must be submitted to the Building Department of the Town of Nassau for approval. If, in the opinion of the Building Department, any of the specifications of a monument do not conform to the approved standards, the plan will not be approved. All stones, monuments, sepulchral, mausoleums, statues or any other above ground fixed memorial, or descriptions to be placed in or upon any grave site(s), shall clearly conform generally to the existing memorials in the cemetery. The Town of Nassau shall have the absolute right to remove any inscription which in the opinion of the Town is offensive in any way to the owner(s) of grave site(s) in the cemetery, their families, friends and other visitors. No monument or grave marker will be permitted on a grave site(s), where the purchase price of such grave site(s) has not been fully paid. The Town of Nassau will permit the monument or marker to be erected only after the purchase price of such grave site(s) has been paid in full. When a monument, stone or marker has been placed on a grave site, should the monument, stone or marker have to be moved in order for a burial to be made, the owner of the grave site shall assume all liability for any damage done to such monument, stone or marker. The Town assumes no responsibility for any damage done by the removing and resetting of such monument, stone or marker. No trees or shrubs may be planted by the Lot Owner. Planting of flowers will be allowed along the base of a monument in a cut out bed not to exceed 10 inches from the base of the stone. The Town of Nassau may remove any trees or shrubs that are deemed an impediment to general maintenance or safety. Chairs, benches or enclosures of any kind are not allowed and will be removed without notice. Seasonal decorations are permitted but shall be removed by the grave site owners within 30 days thereafter or sooner.

Last Updated: 10/1/2014