

No advertising of any kind will be permitted on Cemetery property. All foundations supplied by dealers must be paid for before the monuments or markers are placed in the Cemetery.

All monuments and markers must be set in the space designated by the Cemetery.

Proposed plans for mausoleums and sarcophagi will not be approved until a fund satisfactory to the Corporation has been deposited with the Corporation for the endowment of the mausoleum or sarcophagus. The amount of the endowment fund will be determined by the Corporation and will vary in accordance with the particular requirements of each case. No work shall commence in the Cemetery until the full amount of the endowment fund has been deposited.

### COMMUNITY MAUSOLEUMS

All persons to be entombed in a community mausoleum crypt must be properly embalmed. Caskets must not be greater than 29 ½ inches wide, 25 inches high, and 88 inches long.

No entombment or inurnment will be permitted until the space to be used is paid for in full.

Crypts and Niches will be opened and sealed only by the employees of the Cemetery. All entombments will be done privately except with the approval of the Superintendent.

All inscriptions on the faces of Crypts and Niches must be done by the Cemetery. Inscriptions are limited to the person's name and years of birth and death. Nothing else can be attached, taped, or applied to the Crypt fronts. Any such items will be removed without notice.



est. 1881

# Rules & Regulations



est. 1881

Woodlawn Cemetery Association  
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Syracuse, New York 13203

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[www.woodlawnsyracuse.org](http://www.woodlawnsyracuse.org)

**EFFECTIVE JUNE, 20, 2016**

Woodlawn Cemetery (Cemetery) is a Not-for-Profit Cemetery Corporation operated under the guidelines of the New York State Not-for-Profit Corporation Law and the Rules and Regulations of the New York State Division of Cemeteries.

These Rules and Regulations have been adopted to secure the peace and good order of the Cemetery, to preserve the beauty of the grounds, and to protect the interests of the lot and grave owners. All persons are required to observe these Rules and Regulations and are urged to report any infraction.

The Rules and Regulations have been adopted by the Cemetery's Board of Directors and approved by the New York State Division of Cemeteries. A full copy of the Rules and Regulations is available at the Cemetery office.

### GENERAL RULES

All lots are held in accordance with the provisions of Section 1500 of the Not for Profit Corporation Law of the State of New York and of all acts amending the same. All lots are to be used solely for the purpose of burial of the human dead.

The cemetery reserves the right to remove any tree or shrub deemed hazardous upon due notice to the lot owner.

No enclosure of lots will be allowed, but simple corner posts of cut stone may be placed to designate the corners or angles of the lots. These corner posts are not to project above the surface of the ground.

All work pertaining to the improvement of the grounds shall be under the supervision and direction of the Superintendent. No construction of any kind may be made on a lot until it is paid for in full.

The Cemetery may, from time to time, authorize the development of new sections and alter existing sections, paths, or avenues as it may deem proper and amend these rules and regulations. Approvals of any actions requiring the prior consent of the New York State Division of Cemeteries will be placed on file in the Cemetery office.

The owners of lots and their families shall be allowed access to the grounds and they must observe these Rules and Regulations. The grounds will be open for visitors from 8:00 AM until sunset daily. Anyone on the property after closing will be considered a trespasser.



No dumping is permitted on Cemetery grounds.

No pets are allowed on Cemetery property at any time.

The Cemetery speed limit is 15 mph. No driving lessons or practice driving of unlicensed operators is allowed.

If a lot owner moves, the Cemetery should be notified of the new address. Notices to Lot Owners will be mailed to the last address on file.

All special orders for work on lots must be submitted to the Cemetery office. Completion dates for special orders cannot be guaranteed due to weather conditions or the availability of plants. The Cemetery will perform the special orders as soon as conditions permit.

Benches and other artificial items are strictly prohibited.

All work done on the premises will be performed by Cemetery employees or its subcontractors.

## LOTS

Prices for lots, mausoleum crypts, and niches are available in the Cemetery office and are on file with the NYS Division of Cemeteries.

At Woodlawn Cemetery a purchaser is acquiring the perpetual right of interment as set forth on the Certificate of Ownership. Each interment space is sold with the understanding that only one person will be interred, entombed, or inurned in each space. Additional rights of interment in an occupied space may be allowed from time to time, but only with the permission of the Superintendent.

The price of a lot, crypt, or niche includes an amount for permanent maintenance. A portion of the price of each is set aside in the Cemetery's Permanent Care Fund. The income from this fund will be used for the care and beautification of the Cemetery grounds.

This fund, however, does not provide for the care of headstones, monuments, or the watering of grass or flowers. Information may be obtained from the Cemetery office regarding the cost of any special work.

No sale, transfer, or assignment of a lot, crypt, or niche, or a part thereof, will be valid without the consent, in writing, of the Cemetery. The record of such sale or transfer will be made on the books of the Cemetery. No person will be recognized as the owner or part owner of a lot

unless his or her name so appears in the records of the Cemetery. The joint ownership of lots is not recommended but where such ownership is deemed necessary, it is advised that an agreement be made among the owners as to how the lot is to be used by the parties. This agreement should be recorded in the office of the Cemetery. If it is not so recorded, the Cemetery will not recognize it.

Upon the death of a lot owner, the heirs or devisees should record in the office of the Cemetery the name of the person whom they designate to act as the lot owner. If this is not done, the Cemetery will designate one of its number, as provided by law.

## INTERMENTS

The Cemetery requires a notice of interment of at least twelve working hours. If there is any question regarding the location of the interment, it is recommended that the lot owner visit the lot together with a representative of the Cemetery.

No lot owner shall allow an interment to be made upon their lot except by direct arrangement with the Cemetery.

The cemetery must have a least four hours' notice when the use of a tent is desired.

No graves will be reopened for inspection except for an official investigation.

When an interment is ordered by funeral directors, they will be held responsible for all charges incurred.

When funeral processions enter the Cemetery grounds, they are under the direction of the Superintendent or his assistant.

Concrete vaults or grave liners are required for burials on any lot purchased on or after June 17, 2016, in compliance with NYCRR 201.6. If other types of materials are desired, they must first be approved by the New York State Division of Cemeteries.

On lots and/or grave spaces purchased after April 22, 1979, the use of a pine box is prohibited in all sections except Section 55

## AVAILABILITY FOR INTERMENTS

The Cemetery shall be available for interments at least six days per week, excluding legal holidays, however there may be times when it may not be able to perform grave openings and/or interments due to severe weather or other adverse conditions.

## FLORAL & OTHER DECORATIONS

All plantings must be approved by the Cemetery.

### **ABOVE GROUND EDGING OR FENCING ON A LOT OR GRAVE IS NOT PERMITTED AND WILL BE REMOVED WITHOUT NOTICE.**

Artificial flowers are prohibited during the growing season which is April 1 to October 15. Floral decorations are limited to one container on each grave. No planting is allowed near or around flush markers. Flowers may be planted one foot in front of monument and marker lots. Pots or containers are to be placed close to the marker or monument in order to facilitate grass cutting and trimming. Glass containers of any kind are prohibited.

In order to facilitate maintenance of the grounds and areas around monuments and markers and mausoleum walkways, no candles, statues, shepherd's hooks, stuffed animals, solar lights, balloons, or other remembrance items are permitted. The Cemetery also recommends not leaving anything of monetary or sentimental value at a grave or crypt. The Cemetery reserves the right to remove any item without notice.

In winter months, wreaths on standards are allowed as close to the monument or the mausoleum walkway as possible.

The Cemetery will do everything possible to protect floral decorations, but cannot accept any responsibility for them.

Refuse and wilted flowers are to be placed in cans provided for this purpose. No garbage dumping is allowed.

In the Community Mausoleums decorations are not permitted inside the overhang area or next to the crypts. Real flowers are permitted all year in the area designated outside the overhang and adjacent to the sidewalk. Flowers deemed unsightly or wilted will be removed by the Cemetery.

During the Christmas and Easter seasons natural plants, free from artificial coloring, shall be permitted. All plants and flowers must be removed within one week of placement.

Floral decorations that are placed inside a Mausoleum are restricted to cut flowers only and must be in suitable containers. One decoration per crypt or niche is permitted and shall be placed in the area designated in the central garden or on the table closest to the crypt or niche. Potted plants are permitted up to eight