

**CEMETERIES
of
THE CITY OF GENEVA ILLINOIS**

The following rules and regulations have been adopted by the Geneva City Council. In adopting these rules they have endeavored to safeguard the individual lot and grave owners and to preserve the beauty of the grounds. All lots are sold subject to the rules and regulations of the Geneva City Council, now in force or which may hereafter be adopted.

Cemeteries Are Closed After Sundown.

The City will take reasonable precautions to protect the owner's property rights, within the cemetery, from loss or damage, but it disclaims all responsibility for loss or damage caused by the elements, and acts of God, thieves, vandals and unavoidable accidents.

RULES AND REGULATIONS

1. OWNERSHIP OF LOTS

- a. Purchase of a lot in the Geneva Cemeteries may be made by contacting the City who has on file a plat of the grounds showing unsold spaces and the prices fixed for them. Payment shall be made to the City of Geneva at the City Offices, and upon payment of the full purchase price said office shall issue to the purchaser a deed subject to the conditions, rules and regulations now in force or which may hereafter be adopted. Single graves may be purchased in the same manner as lots but only in plots specifically set aside for single interments.
- b. No sale, transfer or assignment of any lot or part of a lot shall be valid until all payments due upon such lot have been made, and such transfer be made in writing to the City of Geneva.
- c. After the death of the owner, the City of Geneva will recognize the right of the surviving spouse or next of kin insofar as it is able to ascertain who such parties are in regard to ownership of said lot. The original owner may designate burials on such lot in writing to the City of Geneva at any time.

2. INTERMENTS

- a. No interment shall be made nor work done on any lot against which there are due and unpaid charges.
- b. The location of a grave for opening must be designated by the lot owner or his authorized representative.
- c. No interment will be made without proper permit, as required by law, and the furnishing of such information relative to the deceased, and authority for use of the lot, as may be required for the records.
- d. An acceptable vault of concrete must be used for full burials.
- e. Cremation urns must be placed in a rigid outer container designed to withstand exposure to the elements and be able to support the earth above the urn.
- f. All graves shall be opened and closed only by City of Geneva employee's representatives.
- g. Interment charges must be paid for before interment is made. Schedule of charges for opening and closing may be obtained from the City of Geneva.
- h. There will be no Sunday or Holiday funerals, except upon approval of the Director of Public Works. Notice of 36 hours (Saturdays, Sundays and Holidays excluded shall be required for the opening of a grave).
- i. When instructions for opening a grave are indefinite, or for any reason the grave cannot be opened in the location specified, the City of Geneva may order it opened at such location in the lot as may seem best under the circumstances. The City of Geneva or its employees will not be responsible for any mistakes occurring in the order for the opening of a grave, unless such order is made in writing with the signature of the lot owner. When the lot is held jointly by two or more persons, an order will be accepted from either, or any of them for interment of a member of the immediate family, in that part of the lot designated, unless objections are made, before interment, by a majority of the remaining heirs.

- j. Order for interment of remains for other cities or cemeteries must be accompanied by the proper papers prescribed by law.
- k. Interment of two bodies in one grave will be allowed only in case of
 - 1. Mother and infant
 - 2. Twin children
 - 3. Two children buried at one time
 - 4. Ashes of two deceased person
- l. All interments dates and times must be verified with the City prior to any/all commitments to the families by the participating funeral home.

3. DISINTERMENT OF REMOVALS

No removal of a body shall be made from one grave to another or from one cemetery to another, except upon presentation of a permit as required by law. All charges for such services shall be paid in advance. The City of Geneva will instruct its employees or agents to exercise the utmost care in making removal, but assumes no liability for damages to any burial case in making the removal.

4. CARE OF LOTS

- a. Lot owners and visitors to the cemetery shall bear in mind that the care of all lots is the work of the City of Geneva upon who rests the responsibility for the general condition, appearance and upkeep of the property.
- b. The laws of the State of Illinois provide that all cemetery property shall be held inviolate and offenders will be dealt with accordingly. The City of Geneva and designated City employees are invested with police power and shall forbid entry to the ground and eject any person or persons who conduct themselves in an unseemly manner.
- c. Picking of wild or cultivated flowers, breaking or trimming any tree, shrub or plant, or injury of any kind to any fixed or movable property within the cemetery is prohibited.
- d. A lot owner is not permitted to trim or remove any tree or shrub even though on his lot; the care of all growing things being exclusively in control of the management. No shrub, trees, or flower shall be planted on any cemetery lots.
- e. At the time of burial, and for a reasonable period thereafter, flowers, wreathes and receptacles containing them may be left on a grave but the City of Geneva designated employees are instructed to remove them as soon as the flowers are withered or in his judgment unsightly, and to dispose of any jars, cans, crockery or other artificial materials.
- f. It is requested that the lot owners cooperate in keeping graves looking orderly and that whatever is placed on graves (except immediately after burials) be limited in number and so placed as not to be blown over by wind. Permanent blankets and wreaths will be permitted in the winter months only, after which time they will be removed by the City of Geneva designated employees.
- g. In all cases the City of Geneva reserves the right to keep the lot clear of artificial materials or any matter that will interfere with the proper upkeep of grass, shrubs and trees

5. MARKERS

- a. Only one grave marker will be permitted on a grave space. No marker may be set to embrace two or more graves except a companion or a family marker.
- b. Marker must be placed in conformance with present markers.
- c. No mound will be permitted over a grave, nor will planting of any sort be allowed that will cover or outline the grave, and no coping or enclosure of the grave or lot will be permitted.
- d. Organizations wishing to place permanent markers at the graves of deceased member must obtain the approval of the City of Geneva, the City reserves the right to withdraw its approval if in its judgment the organization is misusing the privilege

- e. The American Flag may be used only over graves of former members of the military forces of the United States of America.

6. EXTENSION TO OAK HILL (SECTION Q AND R)

Ownership of lots in this section will be subject to the following rules and regulations in addition to those above which do not conflict.

- a. No interment will be permitted within (3) three feet of any roadway
- b. No lot owner shall be allowed to plant any trees, flowers or shrubs nor to remove the same without the permission of the City of Geneva.
- c. Cut flowers must be placed in durable receptacles embedded in the earth, the top of which shall be covered and be even with the surface of the ground when not in use. This does not pertain to flowers placed on a grave immediately after a funeral.
- d. Hedges, fences, wooden or iron markers, chairs or settees, boxes and vases or urns are prohibited.
- e. It shall be the right of the City of Geneva from time to time to alter avenues and walks, redesign unsold property and to make rules and regulations for the government of the cemetery as it may deem proper for the best interest of the cemetery and lot owners.
- f. The marking of each lot, grave or graves, is restricted to flat bronze tablet, set flush with the turf and of such dimension, materials, design and construction as designated by the City of Geneva. Markers which include vases shall be so constructed that the vase may be readily transferred from inverted to upright position and properly set in place.
- g. Each memorial shall be cast with integral bosses on the back in locations specified by the City of Geneva.
- h. Installation of markers shall be made only after receiving authorization from the City of Geneva. No foundation will set when frost is the ground.