

HILLSIDE CEMETERY OF SAMPTOWN
1400 NEW MARKET AVENUE

Owned and operated by

First Baptist Church of South Plainfield

201 HAMILTON BOULEVARD
SOUTH PLAINFIELD, NJ 07080
908-753-2382

January 1, 2023

TO WHOM IT MAY CONCERN:

HILLSIDE CEMETERY OF SAMPTOWN INTERMENT REQUIREMENTS AND CHARGES

The Board of Trustees of the First Baptist Church of South Plainfield have amended and approved the following interment requirements and charges for the Hillside Cemetery of Samptown.

- All Cemetery activities, including but not limited to grave excavation and closing, interment, disinterment, memorial foundation construction must be performed by the Cemetery Superintendent or an authorized representative of the Cemetery.

All charges must be paid in advance of the burial or the creation of a monument / headstone foundation by check payable to the **First Baptist Church of South Plainfield**. Funeral home checks, Monument Company checks, certified checks and money orders are acceptable. **No personal checks will be accepted.**

A State of New Jersey Burial permit, a Cremation certificate, or a Transit permit, completed by the requesting Funeral Home, is required before a burial will take place at the Cemetery.

COVID-19 RESPONSE REQUIREMENTS:

We request that the following Covid-19 requirements be followed during burials at Hillside Cemetery of Samptown. We reserve the right to modify our Covid-19 requirements as needed or in the event of a declared Covid-19 / Public Health Emergency.

1. All burial attendees and cemetery visitors should wear face protective masks while on cemetery property.
2. All burial attendees should maintain 6-foot social distancing.
3. Hillside Cemetery volunteers or employees will not be able to assist with the burial or with parking cars.
4. Please provide cause of death if Covid-19 related prior to burial.

GENERAL BURIAL REQUIREMENTS:

1. The funeral home is responsible for obtaining the concrete vault, placing of the casket over the vault, the lowering of the casket into the concrete vault and sealing the vault.
2. Once the burial attendees have left the cemetery the grave will be filled in.
3. We request a minimum 72-hour notice for a burial to take place.
4. Due to limited parking on the cemetery roads, we are restricting the number of funeral procession cars that can come into the cemetery to **35** cars.

“AT NEED” BURIALS:

We can accommodate up to 20 “AT NEED” burials per year. Our preference for “At Need” burials is to bury close family members of those that are already buried in the cemetery. We will not be limiting the “At Need” burials to only family members.

- All “At Need” grave availability / location will be determined and defined by Cemetery Superintendent or an authorized representative of the cemetery.
- “At Need” graves will be the next available in the “At Need” grave plot area.
- Burial scheduling is subject to availability of cemetery personnel.
- “At Need” grave deeds are not issued because the grave has already been used for a burial.

DEEDED GRAVE OWNERS OR FIRST BAPTIST CHURCH of SOUTH PLAINFIELD MEMBERS:

There is no yearly limit of burials for deeded grave owners or for members of the First Baptist Church of South Plainfield. Burial scheduling is subject to availability of cemetery personnel.

HILLSIDE CEMETERY OF SAMPTOWN INTERMENT REQUIREMENTS and CHARGES (continued)

INTERMENT REQUIREMENTS

- All interments must be requested of the Cemetery Superintendent or an authorized cemetery representative a minimum of seventy-two (72) hours prior to the actual interment. Notification can be any day of the week **except Sunday**. Burial scheduling is subject to availability of cemetery personnel.
- Interments and inurnments are permitted Monday thru Friday between the hours of 10 am to 3 pm, arrivals must be prior to 2 pm.
- Interments and inurnments are permitted on Saturdays.
Additional Saturday interment / inurnment charge (funerals must arrive before 12:00 noon): **\$250.00**
 - **Funerals that arrive after 12:00 noon will be charged at a rate of \$200.00 per hour in addition to the \$250.00 Saturday burial fee.**
- Wednesday through Saturday are our preferred days for burials.
- Interments and inurnments are **not** permitted on Sundays or Federal Holidays.
- Burial dates are subject to cemetery personnel availability and as weather permits. For extreme weather events burials may have to be rescheduled.
- **Concrete vaults:** All Adult and Youth interments require a metal or wood casket. We require a two (2) piece (cover / vault), solid concrete, sealable vault. Maximum outside dimensions not to exceed 34 inches by 90 inches. This requirement is to ensure the completed graves can be properly maintained. All burial vaults must be made from concrete.

Please note: If the concrete vault requirement is not consistent with the deceased family's religious practices, please contact the Cemetery Superintendent or an authorized cemetery representative to discuss alternatives. Bottomless concrete vaults could be considered as an alternative.
- Child / infant grave (**LESS THAN 36 INCHES IN LENGTH**) interments require, at minimum a non-permeable two (2) piece casket – solid concrete vault combo, or a casket and a properly sized concrete vault, maximum outside dimensions not to exceed 24 inches by 34 inches.
- Inurnments must be made in the required container.
- Inurnments of Cremains in a single urn grave or on top of a full adult burial do not require a concrete vault. An urn grave can use a concrete urn vault if the family desires. Concrete urn vaults are not permitted on top of a single depth full burial due to space limitations.
- All Grave site set-ups and servicing (coffin lowering device, artificial grass around grave, chairs, canopy, lowering of the concrete vault and coffin and closing/sealing/servicing the vault) are to be completed by the Vault Company providing the vault. **The Funeral Home requesting the burial is responsible for obtaining and purchasing the concrete vault, scheduling, and coordinating the servicing of the vault which includes: Placing the casket on the lowering device over the vault, the lowering of the casket into the vault and sealing the vault.**
- All graves require a temporary grave marker for all burials to be completed. **The cemetery is not responsible for lost, missing, stolen or damaged temporary markers.**
- **A permanent flush mounted or upright headstone / monument is required for all grave sites. The headstone/monument must be installed by a monument company. Cemetery personnel cannot install headstones or monuments. Temporary markers are not considered permanent headstones / monuments. The cemetery is not responsible for damaged headstones / monuments or for cleaning the headstone / monument.**

HILLSIDE CEMETERY OF SAMPTOWN INTERMENT REQUIREMENTS and CHARGES (continued)

INTERMENT REQUIREMENTS (continued)

- All permanent headstones / monuments must have a concrete foundation constructed and installed by the Cemetery. (See Monument Foundations below).
- We do not sell graves that are double deep.
- **A cemetery issued deed is required as proof of ownership for all pre-purchased graves or plots and must be submitted to the Cemetery Superintendent or an authorized cemetery representative before a burial in a pre-purchased grave will take place.**
- **The cemetery is only responsible for opening/closing of the graves, grading the graves, and applying seed to the completed grave.**

INTERMENT CHARGES

- Standard single depth opening / closing (Adult & Youth): **(36 inches by 96 inches):** **\$1400.00**
(Each adult / **youth** single depth grave accommodates a total of one adult interment and up to two (2) cremains above the adult interment.
- **Youth graves** are over 36 inches (3 feet) in length. A youth grave is a full-size grave with the accompanying opening and closing costs of a full-size grave. Youth graves require an appropriately sized 2-piece concrete vault.
- **A Child / Infant grave** is less than 36 inches (3 feet) in length. Cost for this size grave will be one half the full grave cost. Opening and closing costs will be determined based upon the size of the grave to be opened. Contact the Cemetery Superintendent or an authorized cemetery representative for availability.
- Standard in ground cremains/urn opening/closing **(16"x16"x18" in depth):** **\$500.00**
- Standard in ground cremains/urn concrete vault cremains opening/closing: **(18"x18"x 24" in depth):** **\$600.00**
- Cremains placed in casket or on top of vault at time of casket burial: **\$300.00**
- **Active members of the First Baptist Church of South Plainfield** will be charged \$400.00 for the opening and closing of a cremains/urn grave and \$1400.00 for the opening and closing of a full single depth grave.
- **If a Funeral Home requests a grave to be dug and the grave is dug, but later cancels the burial, a fee will be charged to the requesting Funeral Home. The fee to refill the grave, payable by the requested Funeral Home is:** **\$800.00**
- **Currently we are unable to do social service / Medicaid burials.**
- A charge will be assessed for burials taking place during adverse weather – Cemetery Superintendents' discretion **(\$200.00 minimum)**

DISINTERMENT CHARGES

All New Jersey rules and laws must be followed for a disinterment to occur. All required New Jersey applications must be completed and approved prior to the disinterment.

- Disinterment of Vaults only includes removal of dirt from the top of the vault.
Vault companies lifting and removal fees are not included **\$4000.00**
- Disinterment of Non - Vaults only includes removal of dirt from the top of the casket:
Vault companies lifting and removal fees are not included. **\$5000.00**
- Disinterment of Cremains (buried cremains are non-recoverable and the cemetery is not responsible for the conditions of cremains if disinterred): **\$1000.00**

HILLSIDE CEMETERY OF SAMPTOWN INTERMENT REQUIREMENTS and CHARGES (continued)

GRAVE CHARGES

- **Single Full-size Adult / Youth grave: (36 inches by 96 inches):** **\$1600.00**
- **Single Cremains/Urn grave:** Single cremains/urn graves, if available (**16"x 16"x 18" in depth**): **\$300.00**
Contact the Cemetery Superintendent or an authorized cemetery representative for availability.
- **Multiple Cremains/Urn graves:** **\$800.00**
Multiple Cremains / Urn graves, if available are approximately ½ the normal grave size.
Note: A maximum of 4 urns are allowed in one purchased multiple Cremains / urn grave.
Contact the Cemetery Superintendent or an authorized cemetery representative for availability.
- **Child / Infant grave:**
A child / infant grave is less than 36 inches (3 feet) in length and width when available.
Contact the Cemetery Superintendent or an authorized cemetery representative for availability: **\$800.00**
- **Single grave selection and location may be limited by availability and will be defined by and will be at the discretion of the Cemetery Superintendent or an authorized cemetery representative.**
- **Cemetery availability for burials will be defined by and will be at the discretion of the Cemetery Superintendent or an authorized cemetery representative. Includes but not limited to equipment failure.**
- Multiple grave purchase discounts are available. See Cemetery Superintendent or an authorized cemetery representative for details.
- All grave purchases must be paid in full; we do not accept deposits.
- The purchase of a cemetery grave does not confer ownership of the land, but only a right in the nature of an easement to use the grave for burial of the dead for as long as the property continues to be used as a cemetery as provided by law.
- All prices include perpetual care and a fee for the Cemetery's maintenance and preservation fund as required by New Jersey State law.
- **All active members of the First Baptist Church of South Plainfield** have a choice of any grave or graves for \$300.00 per single grave.

GRAVE LOCATION RESEARCH CHARGE:

Grave location research is completed by volunteer members of the First Baptist Church of South Plainfield, owner and operator of the cemetery. Grave location research for up to 3 generations (parents, children, and grandparents) will be done at no charge. For grave location/genealogical research beyond 3 generations there is a charge of \$50.00. This charge is payable to the First Baptist Church of South Plainfield prior to completing the research. Please leave a message at 908-753-2382 ext.302 with questions. Your call will be returned within 72 hours.

FOUNDATION FOR HEADSTONE / MONUMENT REQUIREMENTS AND CHARGES:

- **A permanent flush mounted or upright headstone / monument is required for all grave sites. Temporary markers are not considered permanent headstones / monuments.**
- Foundations are required and constructed by cemetery personnel for all headstones and monuments. Unless otherwise noted the foundation charge for a headstone / monument or marker is based upon the surface area of the marker or base of the headstone / monument, at the square inch charge in effect.

HILLSIDE CEMETERY OF SAMPTOWN INTERMENT REQUIREMENTS and CHARGES (continued)

FOUNDATION REQUIREMENTS AND CHARGES (continued):

- Foundations will be constructed only when outside temperatures are above freezing for an extended period and the grave has settled.
- All headstones / monuments, excluding veteran's markers must be purchased from a qualified monument dealer.
- **HEADSTONES, MONUMENTS AND FOUNDATIONS CANNOT EXCEED 30 INCHES IN WIDTH. 14 inches by 30 inches is the largest headstone / monument foundation that is allowed to be installed on a single grave.**
- The request for constructing a headstone / monument foundation must be submitted by the qualified monument dealer and must include the size of the headstone / monument, the size of the foundation required and a picture of the headstone / monument. Full payment for the foundation should accompany the request.
- Installation of the headstone / monument must be arranged and completed by the monument company and subsequently set by them after the foundation has hardened. **Cemetery personnel cannot install headstones or monuments.**
- The foundation charge includes a fee for the Cemetery's maintenance and preservation fund as required by New Jersey law.
- Headstone / Memorial monument Foundations Charge per Square inch of surface area: **\$1.35 per sq. inch**
 - 12-inch by 24-inch **minimum** foundation is required (288 sq. inches): **Minimum Charge: \$388.80**
- All foundation charges must be paid in advance of the construction of the foundation **by check payable to the First Baptist Church of South Plainfield.** Monument company checks, certified checks and money orders are acceptable. **No personal checks will be accepted.**
- **The cemetery is not responsible for lost, stolen or damaged temporary markers, damaged or fallen headstones / monuments or for cleaning the headstone / monument. The upkeep of the headstones / monuments or temporary markers is the responsibility of the family of the deceased. If your family member's headstone has fallen, please contact the Cemetery Superintendent or an authorized cemetery representative for coordination of the fallen head stones repositioning on the foundation or base. The cemetery will contact a monument stone company for the repositioning. The cost for repositioning a fallen headstone is the responsibility of the owners of the headstone.**
- **VETERANS FOOT MARKERS:** Items number 2 thru 18 of the VA Form 40-1330 Claim for Standard Government Headstone or Marker are to be completed by the next of kin of the deceased and submitted to the Cemetery for certification and further processing along with foundation charge and installation charge listed below. A copy of the discharge papers should also be included. The cemetery permits only flush mounted granite or bronze veteran markers. All government markers are set flush at the foot of the veteran's grave.
 - Foundation and Installation of Veteran's foot Marker: **\$388.80**

NO monument foundations will be installed, or openings completed until all prior bills are paid in full. 1.75 % finance charge per month will be charged = 21 % annual, on unpaid bills

FOR CEMETERY RULES AND REGULATIONS PLEASE REFER TO THE ATTACHED CEMETERY RULES AND REGULATIONS

All charges and interment requirements may be amended, changed, added to or repealed by the Board of Trustees at any meeting thereof, subject to title 8-A NEW JERSEY CEMETERY ACT, & TITLE 3 NEW JERSEY CEMETERY BOARD RULES AND REGULATIONS, or updated versions.

We respect the personal privacy of all individuals. No personal information will be shared or disseminated to any organization or individual without their permission.