

**SAINT MARY CEMETERY and SAINT JOSEPH CEMETERY**  
**RULES AND REGULATIONS**

**Effective: 1/20/2026**

*St. Teresa of Calcutta Parish has established these rules and regulations for the mutual benefit and protection of the cemetery grounds, the interred, visitors, and personnel.  
All parties must agree to the rules and regulations.*

**Locations and Contact**

St. Mary Cemetery  
Niles Rd. SE  
Warren, OH 44484

St. Joseph Cemetery  
North Leavitt Road  
Champion, Ohio 44483

St. Teresa of Calcutta Parish  
Parish Office  
Blessed Sacrament Church  
3020 Reeves Rd. NE  
Warren, OH 444483  
330-372-2215

**Hours of Operation**

- The cemeteries are open every day of the year from sunrise to sunset.
- No one is permitted in the cemeteries outside of these times with the exception of authorized cemetery personnel.
- Cemetery business is handled during normal operating hours of St. Teresa of Calcutta Parish office.
- No burials will be scheduled on Sundays or the following holidays:
  - New Year's Day
  - Memorial Day
  - Good Friday
  - Independence Day
  - Labor Day
  - Thanksgiving Day
  - Christmas Eve until 12 Noon
  - Christmas Day
  - New Year's Eve until 12 Noon
  - New Year's Day

**General Rules**

- St. Teresa of Calcutta Parish, St. Mary Cemetery, and St. Joseph Cemetery are NOT liable for injuries incurred by visitors to the Parish Cemeteries.
- All visitors must enter through the main entrances.
- All visitor vehicles must remain on the driveways. No vehicles are permitted on the burial areas.
- All-terrain vehicles are prohibited within the cemetery. Only automobiles are permitted.
- The speed limit is Five (5) mph
- Children under the age of fifteen (15) must be accompanied by an adult.

- Place all debris, discarded flowers or decorations in trash containers or dumpsters.
- No advertising permitted in the cemetery.
- All pets must be on a leash.
- Pet owners must clean up after them..
- Cemetery personnel reserve the right, at its discretion, to request an owner remove their pet from the premises.
- No person shall in any way injure, deface, or destroy any monument, structure, grass, flower, tree, shrub, vine or fixture.
- No person, other than cemetery personnel, shall remove any object, other than decorations they placed at a grave, from the cemetery.
- No person shall disturb the quiet good order of the cemeteries by loud or boisterous noise or inappropriate conduct.
- All trash, unsightly material, or debris accumulated from any work or any other cause must be removed at once by the person causing its accumulation.
- Tools must be removed upon the completion of work, and the grounds left in as good condition as found.

### **Prohibited Conduct:**

- Discharging a firearm, except in the case of an honor guard in the performance of ceremonies during funerals.
- The consumption of alcoholic beverages and/or use of illegal substances.
- The operation of unlicensed motor vehicles; other than cemetery maintenance vehicles.

### **Grave Decorations**

Your cooperation in maintaining the beauty and serenity of our grounds for all who visit is greatly appreciated. Because an over abundance of temporary decorations may not always add to the beauty of a grave, niche, crypt, mausoleum, or cemetery, we ask for your discretion when decorating.

St. Teresa of Calcutta Parish, St. Mary Cemetery, and St. Joseph Cemetery are not responsible for lost, stolen, or damaged decorations. St. Teresa of Calcutta Parish is NOT responsible for damaged decorations, flowers, or landscaping resulting from ordinary hazards of cemetery work, vandalism, or natural causes. Such landscaping, flowers, or decorations are personal property. Please immediately report any instances of unsatisfactory appearance, violations of our policy, or inappropriate behavior to the parish office.. St. Mary Cemetery and St. Joseph Cemetery personnel have the “right of way” to all cemetery plots.

- Decoration area is limited to a six-inch (6”) radius on all sides. Please do not place decorations behind the grave monument.
- Limit mulch or peat moss to six inches (6”) on either side of the grave monument. Do not mulch behind the headstone. In no case should mulch be placed beyond the limits of the grave space.
- A small 2” to 3” maximum wide layer of mulch or sand is permitted around markers or monuments.
- Edge borders/fencing, made of wood, plastic, or metal, around memorials are not permitted.
- No figurines or statues greater than twelve inches (12”) are permitted.

- Figurines or statues must be attached to the grave marker.
- All decorations must be permanently affixed to headstones (clear silicone is suggested as an adhesive).
- No glass of any kind permitted at gravesites. Any glass found will be disposed of immediately. (Glass poses a safety issue for cemetery personnel.)
- No landscaping rock/stone of any kind permitted around gravesites. Any rock/stone found will be disposed of immediately. (Rock/stone poses a safety issue for cemetery personnel.)
- Shepherds hooks (for plants etc.), free standing crosses, ceramics, and fences around headstones are not permitted.
- Solar lights must be limited to two (2) per headstone. (Multiple lights present maintenance issues for cemetery personnel.)
- Decorations are not permitted on the corners of a columbarium or on the bottom ledges. (The cemeteries do not have columbaria at this time.)
- The use of stickers, signs, or any other item attached to a columbarium niche, either temporarily or permanently, is prohibited.
- Cemetery personnel reserve the right, at its discretion, to remove decorations if they do not conform to standards or they become damaged and worn.
- Flowers, fresh-cut or artificial, in a cemetery-approved vase are permitted year-round.
- Flowers are not permitted to be planted in front of an existing upright monument in any section of the cemetery. All plantings are prohibited and will be removed without notice.
- Flags or decorations are permitted from the week preceding Memorial Day until the weekend following July 4<sup>th</sup> as well as for Veteran's Day. Lot flags can be up to 12" x 16" in size. Multiple flags may be placed but at least one must be the American flag. Faded, soiled, or tattered flags will be removed at the discretion of the Cemetery.
- Christmas tributes may be placed from November 1st through January 31st. If you wish to keep your tribute, please remove all items prior to March 1st. Tributes remaining after this date will be removed and disposed of.
- No decorations are to be placed in or on trees, bushes, or monuments.
- For the safety of our visitors, wildlife, and maintenance staff, breakable, hazardous, or any other items which may pose a danger or that will interfere with mowing, trimming, or other maintenance will be removed without notice. Examples include, but are not limited to: glassware, ceramics, candles or lights, statuary, toys, crockery, pinwheels, and balloons.
- The cemetery reserves the right to remove any decorations that are deemed offensive or inconsistent with the dignity of the cemetery.

### **Markers, Monuments, and Benches**

- A marker with the names of those interred is required for all burials. Markers must be in place within three months of the interment.
- Grave markers must be purchased through a monument company and must be approved by the cemetery sexton prior to installation.
- Design sketches for all monuments and markers must be submitted to the cemetery sexton way of the parish office for approval. The advisory council nor the church are responsible for misprints on any monument or marker or niche plate.
- No bench, monuments, markers, articles made of concrete, urns, or boxes shall be erected or placed in the cemetery unless application, specifications, plans and location have been first submitted to and approved by the cemetery sexton..

- A single monument or marker is permitted on each grave space at the head of the grave. All lots are permitted a foot marker.
- Once an approved monument or marker has been placed in the cemetery, it shall not be removed without written permission of the advisory council.
- No homemade monuments or markers are acceptable and will be removed.
- Grave markers provided by funeral homes at the time of burial are intended to be temporary markers only. All such markers will be removed when a permanent headstone is placed, or when the temporary marker is damaged or unreadable.
- In the case of multiple cremated remains placed in one grave, or a combination of cremated remains and a casket burial, only one family monument shall be installed at the head of the grave, and one footstone at the foot of the grave. All other markers must be installed flush with the ground.
- Monuments and/or markers installed prior to the adoption date of these rules and regulations are exempt unless they become unsightly or deteriorated. The adoption date is located herein.
- Monuments and markers shall be constructed of natural stone (marble, granite, other) or bronze, or a combination of natural stone and bronze.
- Only one above-grade monument is permitted per grave site. Additional markers on gravesite (government markers or markers for second interment/cremated remains) must be installed at grade.
- The Cemetery Sexton and advisory council, at their discretion, shall have the right to limit the size, design, and type of material of monuments.

### **Broken or Damaged Items**

- St. Teresa of Calcutta Parish and the cemetery are NOT responsible for damages to headstones, vases, monuments, vaults, foundations, or mausoleums resulting from ordinary hazards of cemetery work, vandalism, or natural causes. Such items are personal property.
- Cemetery personnel have the authority and discretion to remove any and all broken monuments or grave markers under certain conditions:
  - The monument or marker has nothing to identify who it memorializes.
  - The original location of the grave is unknown.
- Broken monuments shall be kept in storage by the Cemetery for twelve (12) months and, if not claimed by the heirs within that time, the broken pieces will then be disposed of.
- Maintenance and repairs to any monuments, markers, or other permanent installation is the responsibility of the burial rights owner(s) or their heirs.
- Monuments may be insured against damage by the owner. Please consult your insurance agent, or the monument company for more information.

### **Foundations for Monuments and Other Markers**

- Each grave monument shall be placed on an approved foundation.
- Monument foundations shall only be made of poured concrete; no pavers.

### **Outside Sales and Contractor Requirements**

- All contracts for the sale and erection of a monument, memorial stone, stone bench or base are strictly between the memorial company and the owner(s) of the burial lot. St. Teresa of Calcutta Parish and both cemeteries will not be a party to such arrangements.

- Monument companies are ONLY permitted to perform work in the cemeteries during normal cemetery operation hours. Companies are not permitted to perform work after hours, on weekends, or holidays listed herein.
- The monument company shall obtain the necessary orders from St. Teresa of Calcutta Parish for all work performed within either St. Mary Cemetery or St. Joseph Cemetery, including the installation of any footer.
- All footer permit fees must be paid in full to the specified monument company or their hire, prior to the installation of the footer.
- All footer locations shall be approved and properly marked by the cemetery sexton, prior to the installation of any footer or monument.

### **Fees**

- All fees and charges for services are established by the pastor and advisory council and shall be paid at the parish office. Only cash or checks, in full, will be accepted.
- All cemetery lots or niches must be paid in full at the time of purchase.
- All cemetery openings must be paid in full at the time of burial.
- A schedule of fees for services and lots at the cemeteries is attached.
- All fees are subject to change at the discretion of the advisory council with the approval of the pastor.

### **Interment and Fees**

- Proof of ownership may be required for interments.
- Only remains of human beings can be interred in either St. Mary Cemetery or St. Joseph Cemetery.
- Interment and disinterment can only be made by cemetery personnel.
- Permits for any type of disinterment will only be issued upon written consent of the Trumbull County Probate Court.
- A burial permit from the Board of Health is required before a body is buried or entombed with in either St. Mary's or St. Joseph Cemetery.
- Burials and entombments are not permitted on Sundays or the holidays listed above, except in the event of a contagious disease as ordered by the Trumbull County Board of Health.
- Opening of a casket at the gravesite is not permitted.
- The number of burials allowed at an individual lot is fixed at the time the lot is purchased. No additions will be permitted. Arrangements of the location of graves within a lot are determined by the cemetery sexton or advisory council.
- One (1) casket and/or six (6) cremated bodies can be buried in a single space.
- All cremated remains must be placed in a secure urn (minimum of a culture marble urn).
- Concrete or steel burial vaults are required for all casket burials.
- Concrete grave liners or wooden over-boxes are not permitted.

### **Prices and Fees**

- Cost of a grave in either cemetery will be \$1,200.00
- Opening and closing will be \$1600.00 for a casket burial.
- Opening and closing will be \$500.00 for each interment of cremated remains (up to six (6) per grave).

### **Disinterment**

- There will be no disinterment performed without a court order issued to St. Mary Cemetery or St. Joseph Cemetery.

### **Ownership of Right**

- It is the responsibility of cemetery personnel to enter any lot and prohibit, modify or remove any structure, object or ornament that is placed there in violation of the rules and regulations herein.
- The grave owner, during his/her lifetime, is permitted to designate his/her grave to another person to be buried in that said lot. This request is contingent on the following condition:
  - The owner shall provide in writing to St. Teresa of Calcutta Parish the name of the person permitted to be buried in the lot.
  - A transfer fee of \$50.00 will be charged to perform this service.
  - Upon the death or judicially declared incompetency of a lot owner, it is the responsibility of the owner's heir or and guardian to file competent proof of their right to use of the lot with St. Teresa of Calcutta Parish. Further burials in the lot will not be permitted until the proof is provided.

### **Violation**

- Any and all violations of these rules are subject to a penalty.

### **Modifications and Amendments**

- The pastor together with the cemetery advisory council and cemetery personnel may at any and all times adopt new rules and regulations or amend, alter and/or repeal any rule, regulation, article, section, paragraph and/or sentence in these rules and regulations and do so with or without notice to owners.
- The pastor together with the cemetery advisory council and cemetery personnel recognizes that special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. Therefore, the cemetery reserves the right, when in its judgment the same appears advisable, to make exceptions to, or suspensions or modifications of, any of these rules and regulations and to do so without notice. Such temporary exceptions, suspensions or modifications shall in no way be construed as an enforceable precedent, repeal or permanent waiver of the affected rule(s), or as affecting the general application of these rules and regulations.

**Signing below states you've received a copy of the Cemetery Rules & Regulations:**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_