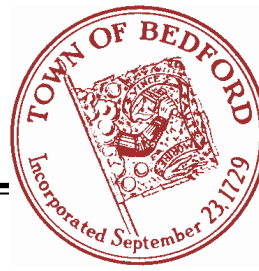


TOWN OF BEDFORD DEPARTMENT OF PUBLIC WORKS



Shawsheen Cemetery

314 THE GREAT ROAD
BEDFORD, MASSACHUSETTS 01730

TEL: 781-275-7605
FAX: 781-275-9010

MONUMENT APPLICATION

GUIDELINES FOR MONUMENT LOCATION, INSTALLATION AND MEASUREMENTS:

One (1) above ground monument may be erected on a four (4) or six (6) grave lot in specified allowable areas of the cemetery. The monument is to be placed in the center of the specified lots and measurements cannot exceed 3' (height) x 1' (depth) x 4' (length).

In certain designated areas of Shawsheen Cemetery the use of above ground headstones is permitted. All above ground headstones shall be granite with carved lettering. Bright colored exotic granite is not allowed, as are brightly colored inlaid lettering, and laser-cut or photographic likenesses of the deceased or any other image. Bronze appliques are not allowed.

Before any headstone or monument shall be erected, a drawing of said headstone or monument, complete with all dimensions, words, fonts, and type of material must first be electronically submitted to the Department of Public Works by way of the Town's permit software application for approval.

MONUMENT INSTALLATION

A concrete foundation, installed by the Department of Public Works, is required for each above ground monument. The charge for this service is \$300.00 to be made at time of application.

Only one monument placed on any family lot, per our specifications, in the assigned regulations. The Superintendent must approve all memorials before installation. The Superintendent will install all foundations, only one flat marker to indicate the location of a particular grave.

The Town or the Selectmen shall not be liable for damage to monuments, stones, markers or other structures.

Any stone cutter or other person who is to do any work on a structure erected on a lot or grave shall, before starting work - file with the Superintendent of Cemeteries a written permit signed by the owner giving the details of the proposed project.

The Superintendent of Cemeteries will supervise all work. Any persons working on a lot or grave must remove all refuse material at once and shall not leave tools or materials of any kind in the cemetery overnight.

Owners shall not have the right to plant trees, shrubs, or seasonal plantings, owners also do not have the right to cut down or destroy any existing trees, without first applying for and receiving a permit from the Superintendent of Cemeteries. No fence, curbing, hedge or other landmark shall be erected except by approval of the Superintendent. Should any tree, shrub, or hedge because of roots, branches, or otherwise become detrimental to the cemetery or to other lots, the Superintendent of Cemeteries shall have authority to remove it.

For upright monuments, foundations must be provided and installed by a professional monument dealer.

GUIDELINES FOR MARKER LOCATION, INSTALLATION AND MEASUREMENTS

FOOT MARKERS

MONUMENT with Foot Marker:

Foot markers, 12"(long) X 16" (wide) X 6" (depth), are optional to mark each single grave in addition to an upright monument.

SINGLE GRAVE with Foot Marker:

Foot markers, 24"(long) X 16" (wide) X 6" (depth), are permitted for the single grave sections of the Cemetery,

FLUSH MARKERS

SINGLE GRAVE Flush Marker:

Flush markers, 24"(long) X 16" (wide) X 6" (depth), are permitted for single grave sections of the Cemetery,

TWO SINGLE GRAVE Flush Marker:

One (1) flush markers, 24"(long) X 16" (wide) X 6" (depth), is permitted to be centered between two (2) single graves.

RIDGE CREMATION GARDEN Flush Marker:

One (1) flush markers, 36"(long) X 16" (wide) X 6" (depth), is permitted to be centered in the middle of the four (4) cremation graves.

INFANT GRAVE Flush Marker:

Flush markers, 24"(long) X 16" (wide) X 6" (depth), are permitted for infant graves of the Cemetery.

VETERAN FLUSH MARKER

One (1) Veterans' flush marker, 24" (long) X 12" (wide) X 6" (depth), is permitted on *single graves* at Shawsheen Cemetery. It may be bronze with raised lettering or granite with carved lettering. It is the responsibility of the lot owner to order the military marker directly from the Veterans' Administration.

REGULAR FLUSH MARKER

The dimensions of the flush marker must be, 24" (long) X 12" (wide) X 6" (depth), and it is installed flush at the foot of the grave. In the following sections of Shawsheen Cemetery, only flush markers can be installed:

- Morningside 1 Rows A & D
- Morningside 2 Rows A & D
- Morningside 3 Rows A & D
- Morningside 4 Row D
- Entire Area Ridge Section
- Entire Area Ridge Cremation Garden

One additional marker per grave is allowed under the following conditions:

- The second flush marker is a bronze veteran's marker; and/or
- The second marker is for cremains placed in the grave.

MARKER / FOUNDATION INSTALLATIONS

The Department of Public Works is the only entity allowed to install flush markers and install foundations. Orders for installation of flush markers are accepted until November 15th of each year. Installations and shipments will resume in the spring after the frost has melted. All shipments are to be sent to **DPW Main Building, 314 Great Road, Bedford, MA, 01730.**

Stones, Monuments and Other Structures:

No tombs allowed on any lots.

Only one monument placed on any family lot, per our specifications, in the assigned regulations. The Superintendent must approve all memorials before installation. The Superintendent will install all foundations,

only one flat marker to indicate the location of a particular grave. The Location for this on the grave shall be subject to approval from the Superintendent. No flat marker shall indicate two or more graves in a family lot. Flat markers shall be set flush with the ground. No monuments or stones erected, markers set, or works done on any lot or graves for which perpetual care bills are overdue.

The Town or the Selectmen shall not be liable for damage to monuments, stones, markers or other structures. Monuments, stones, and markers will be of granite. However, applications to the Superintendent of Cemeteries for the use of limestone, soapstone, sandstone, marble, cast or cement stone and metals can be submitted. We do not recommend materials other than granite because of their inability to endure the elements.

Any stone cutter or other person who is to do any work on a structure erected on a lot or grave shall, before starting work - file with the Superintendent of Cemeteries a written permit signed by the owner giving the details of the proposed project. The Superintendent of Cemeteries will supervise all work. Any persons working on a lot or grave must remove all refuse material at once and shall not leave tools or materials of any kind in the cemetery overnight.

Owners shall not have the right to plant trees, shrubs, or seasonal plantings, owners also do not have the right to cut down or destroy any existing trees, without first applying for and receiving a permit from the Superintendent of Cemeteries. No fence, curbing, hedge or other landmark shall be erected except by approval of the Superintendent. Should any tree, shrub, or hedge because of roots, branches, or otherwise become detrimental to the cemetery or to other lots, the Superintendent of Cemeteries shall have authority to remove it.

Frost prevents the installation of foundations for monuments, flat markers, and infant flat markers during the winter months.

For upright monuments, foundations must be provided and installed by a professional monument dealer.

**TOWN OF BEDFORD
SHAWSHEEN CEMETERY
CEMETERY MONUMENT AND MARKER SERVICE FEES
Amended December 19, 2016**

MARKERS and MONUMENTS

Flush Marker Installation	\$80.00
Veteran Flush Marker	N/C
Foundation Installation	\$300.00

By signing below, I, _____ acknowledge that I have read, understand and agree to the policies and terms identified above. I agree to conform to the terms. I agree to pay the appropriate fees as outlined in the Fee Schedule.

Signed: _____ Date: _____

Monument company shall send service fee from applicant, in the form of check made payable to the Town of Bedford, when application is sent to the Cemetery Department. Payment must be made prior to the approval of the monument application.

MONUMENT APPLICATION

Upright Monument	Beveled or Slant Marker	Flush Marker	Corner or Tree Marker	Infant Marker	Other - Explain
Describe size of monument requested					

*See first page for dimensions and explanation:

MONUMENT MAKER / COMPANY INFORMATION:

(Company Name)

(Authorized agent of Monument Company) (Telephone) (Email)

to do the work described below on Section _____, Row _____,
Lot Number, _____, Grave Number _____ Measuring: _____.

And agrees that the Town of Bedford, Board of Selectmen shall have the right to remove or modify said stone or inscription at my expense if it does not conform to its rules and regulations or to the description as set forth on this permit as approved.

(Name of Owner/ Acting applying for permit)

(Address)

(State relationship to original lot owner)

Signature Date

Description:

For Stones, please sketch showing shape, design, material, source, and dimensions.

Monument:

The undersigned hereby agrees to abide by the rules and regulations of the Shawsheen Cemetery, as set forth by the Town of Bedford, Board of Selectmen. In completing the work described on this permit and further agrees to be responsible for any damage which may be done by themselves or their employees at the Cemetery and that the work will be completed exactly as described on this permit.

(Signature)

(Date)

Shawsheen Cemetery Superintendent:

(Signature)

(Date)

Show Exact Text of Inscription:

