

# **Policies Governing the Resurrection Tower and Shrine of the Cross**

## **Eligibility:**

1. The Resurrection Tower and Shrine of the Cross are primarily for inurnment of the cremains of deceased members of St. Mary Magdalen Parish. Both are the property of the Roman Catholic Church, under the Bishop of Lansing, Michigan.
2. All rules for the assignment of niches and spaces; the costs of purchase and additional costs; and all other rules regarding engraving, decoration, etc. are set by the Finance and Pastoral Councils of St. Mary Magdalen Parish in conjunction with the pastor.
3. The right to use a niche or a space may be purchased by, or for, active or former registered parishioners of St. Mary Magdalen Parish at a parishioner rate for the parishioner and their immediate family members. Immediate family members are defined as spouse, children and parents, regardless of their religious tradition. Others may also purchase the right to use a niche or space at a higher, non-parishioner rate, regardless of their religious tradition.

## **Pricing:**

1. It shall be understood that what is actually purchased is the Right of Inurnment for human cremains rather than the actual space or niche.
2. The purchase price of the Right of Inurnment in the Resurrection Tower and spaces at the Shrine of the Cross will be reviewed annually by the Finance and Pastoral Councils of St. Mary Magdalen Parish. All prices and costs may change, however, at any time after consultation with the two councils.

## **Reservation of a Niche or Space:**

1. The Right of Inurnment may be reserved with the initial payment on the total cost. The niches are assigned in the Resurrection Tower in order of purchase; spaces at the Shrine of the Cross may be selected by the purchaser or family.
2. Neither a niche nor a space may be used for the inurnment of human remains until the total cost of the right to use a niche or space has been paid in full. Any additional costs must be paid at the time of inurnment.
3. No transfer of a reserved columbarium niche or burial space shall be made to another person, estate, corporation or other legal person. In the event the purchaser decides not to use the space as originally intended, the purchaser may return the certificate of Right of Inurnment to the parish for a full refund of the amount paid, provided no engraving has been done.

## **Multiple Inurnments:**

1. No more than two (2) persons' cremains may be inurned in one niche in the Resurrection Tower or in a single space at the Shrine of the Cross.
2. If the brass plate in the Resurrection Tower or a stone at the Shrine of Cross is inscribed for one person, only one person's cremains may be buried in that space unless the brass plate or stone marker was inscribed in a way that has left room for the second name and set of years.

## **Urns:**

1. Two urns are provided by St. Mary Magdalen Parish for each numbered niche in the Resurrection Tower. Only the provided urns shall be used for inurnment in the Resurrection Tower. This urn is a brass box that may be engraved at the expense of the purchaser. The engraved urn will be stored in the appropriate niche and become the non-refundable property of the purchaser.
2. Spaces at the Shrine of the Cross are approximately 12 by 12 inches. Because the size of the stone will only accommodate two sets of names and years, each space is limited to only two urns. The non-biodegradable plastic container provided from the crematorium is adequate for burial.

## **Inscriptions on the Resurrection Tower and the Stones at the Shrine of the Cross:**

1. Inscriptions on the Resurrection Tower and the stones at the Shrine of the Cross normally consist of first name, middle initial and surname of the person interred; along with the year of birth and the year of death. Any exceptions must be discussed at the time of purchase and approved by the pastor of St. Mary Magdalen.

## **Inscriptions on the Resurrection Tower and the Stones at the Shrine of the Cross (continued)**

2. The engraving will be arranged by the parish at regular intervals as needed. Normally, the purchaser will pay the cost of the engraving before the inurnment of ashes. If the engraving occurs more than 30 days after the person has paid, the payment will be escrowed until the engraving is done. This falls under the Pre-Paid Funeral and Cemetery Act of 2004.
3. To assure uniformity and aesthetics, the font will be selected by the parish and used for all inscriptions on the Resurrection Tower and the stones at the Shrine of the Cross.

### **Flowers and Decorations:**

1. Cut flowers, and when appropriate small flags, may be placed at the designated area located at the base of the Resurrection Tower or by the spaces or stones at the Shrine of the Cross. No potted plants or flowers, statues, or other decorations may be placed by the Resurrection Tower or on or near a space at the Shrine of the Cross.
2. Items of either a permanent or temporary nature shall not be affixed to the Resurrection Tower or the Shrine of the Cross.

### **Additional Costs:**

1. Additional costs will be assessed at the time of inurnment. These will cover the costs associated with engraving, and if necessary, opening and closing. The cost of engraving is determined by current market prices at the time the order is placed.
2. St. Mary Magdalen Parish is not responsible for any other costs such as: funeral home charges, cremation costs, etc.
3. On occasion, individuals or families may wish to provide additional contributions for the purpose of adding appropriate furnishings such as seating, art work, or the like for either the Resurrection Tower or the Shrine of the Cross. Any additions to either site need to be approved by the pastor, the Properties Team and the Pastoral Council.

### **Right of Inurnment:**

1. For purposes of control and clear understanding, a Right of Inurnment shall be executed by all involved parties, including a provision granting full authority to St. Mary Magdalen Parish to move, remove, relocate, whether temporarily or permanently, memorial stones and/or niches with cremains.
2. In the unlikely event that moving, removing or relocating memorial stones and columbarium niches becomes necessary, St. Mary Magdalen Parish will endeavor by First Class mail, Return Receipt Requested or other suitable means to notify the families of those interred.
3. In the unlikely event that removal and relocation of cremains and/or the memorial stones becomes necessary, all costs associated with moving the cremains and stones will be born by the St. Mary Magdalen Parish under the direction of the Diocese of Lansing, Michigan.
4. If for any reason the family of someone inurned at St. Mary Magdalen wishes to remove or relocate the interred cremains of a family member, the one requesting the relocation must provide legal proof of their right to do so.

### **Certificate as Proof of Purchase of the Right of Inurnment:**

1. Anyone who purchases the Right of Inurnment will receive a certificate that specifies the niche or space purchased and the amount paid.
2. This certificate for the Right of Inurnment in a niche or space may not be resold or transferred to another person. In the event the purchaser decides not to use the space as originally intended, the purchaser may return the certificate of Right of Inurnment to the parish for a full refund of the amount paid, provided no engraving has been done.

### **Payment Plans:**

1. The Right of Inurnment for a niche in the Resurrection Tower or a space around the Shrine of the Cross may be purchased with 50% down, with the remainder of the cost being paid over the next 12 months. The certificate of the Right of Inurnment will be issued when the purchase price is paid in full.
2. The right to use a niche in the Resurrection Tower or a space at the Shrine of the Cross must be paid in full before the space or niche is used for an inurnment.

**Records:**

1. A record of the diagram of the Resurrection Tower and Shrine of the Cross will be maintained by the parish office. Niches in the Resurrection Tower and spaces at the Shrine of the Cross will be noted on the record and on the certificate of purchase. This record will include a copy of the obituary, the cremation certificate and a copy of the purchase agreement and the certificate of the Right of Inurnment.
2. The vital statistics of all persons who will be or who are interred in the Resurrection Tower and Shrine of the Cross will also be a part of the above record. This information will include the name of the purchaser of the niche or space, the name of the surviving member(s), birth and death dates, and the fee paid for the Right of Inurnment.
3. Financial records of the St. Mary Magdalen's Resurrection Tower and Shrine of the Cross will be maintained in our parish office and a financial statement for the most current year will be available upon request.
4. St. Mary Magdalen is not responsible for the correct identity of the cremated remains. The parish assumes the person interred is the person stated on the crematory's Certificate of Cremation (or similar document) obtained from the crematory.

**Maintenance and Endowed Care Fund:**

1. The care and maintenance of both the Resurrection Tower and the Shrine of the Cross will be overseen by the staff of St. Mary Magdalen and the Properties Team.
2. An Endowed Care restricted fund has been established within the Savings & Loan Program of the Diocese of Lansing for the perpetual care and maintenance of both sites. This fund is created and increased by the addition of 15% of the cost of each niche or space. This fund provides for the required care and upkeep of these two sites, maintenance of records, landscaping, maintenance of structural integrity, and other needs.
3. Monies paid into the Endowed Care Fund of St. Mary Magdalen Parish may not be lent for use by or for other events or activities whether or not church related.
4. If at any point, St. Mary Magdalen should cease to exist as a parish, the Endowed Care Fund will be transferred along with the relocated cremains interred at our parish site to a new, sacred location chosen by the bishop of the Diocese of Lansing, Michigan.

*Revised February 2019*