**TULARE PUBLIC CEMETERY DISTRICT**

**900 E. KERN AVE.**

**TULARE, Ca 93274**

**Phone (559)686-5544 Fax(559)686-7484**

**CHECK LIST FOR SCHEDULING POLICY**

1. COMPLETED SERVICE INFORMATION WORKSHEET.
2. SIGNED INERMENT ORDER BY LEGAL RESPONSIBLE PARTY.
3. CURRENT CALIFORNIA BURIAL PERMIT NEEDED FOR EACH INTERMENT WITH THE TULARE CEMETERY DISTRICT OR NORTH TULARE CEMETERY DISTRICT LISTED UNDER BURIAL.
4. **PAYMENT IS REQUIRED TWO (2) DAYS BEFORE BURIAL BY 12:00 NOON. THE TULARE PUBLIC CEMETERY DISTRICT DOES NOT ACCEPT OUT OF TOWN CHECKS OR CASH. CASHIERS CHECK, OR MONEY ORDERS ARE EXCEPTED. CASHIERS CHECKS ARE MADE PAYABLE TO THE TULARE PUBLIC CEMETERY DISTRICT. FEES FOR GRAVE OPENING, INCLUDING BUT NOT LIMITED TO THE USE OF TULARE CEMETARY DISTRICT EQUIPMENT AND LABOR WILL BE APPLIED TO ANY CANCELLATION WHICH IS MADE 48 HOURS OR LESS FROM THE DATE OF THE INTERMENT.**
5. **THE GRAVE WILL NOT BE OPENED UNTIL THE CEMETERY CHARGES ARE PAID. IF THE CEMETERY IS NOT PAID BY NOON TWO DAYS BEFORE BURIAL, THE SERVICE WILL NEED TO BE RESCHEDULED BY THE MORTUARY. GRAVES ARE OPENED 2 DAYS PRIOR TO THE SCHEDULED INTERMENT, AND FEES, REFERENCED IN SECTION 4 WILL BE DUE IN THE CASE OF A CANCELLATION LESS THAN 48 HOURS BEFORE THE SCHEDULED INTERMENT.**
6. WHEN BURIAL IS FOR CREMATION BURIAL, THE BURIAL PERMIT MUST BE SIGNED BY PERSON IN CHARGE OF CREMATION.
7. FOR CREMATION BURIAL THE CEMETERY WILL NEED THE OUTSIDE DIESNSIONS OF THE URN.
8. OUT OF DISTRICT FEE IS APPLICABLE IF THE PERSON LIVED OUT OF TAX DISTRICT AND DOES NOT OWN PROPERTY IN TAX DISTRICT.

**WHEN THE GRAVE TO BE USED IS NOT OWNED BY THE INDIVIUAL, THEN A GRAVE BURIAL OR CREMATION BURIAL AUTHORIZATION FORM MUST BE COMPLEDTED BY THE OWNER OF RECORD. IF THE OWNER OF RECORD IS DECEASED, THE INDIVIUAL MUST HAVE A CERTIFIED COPY OF DEATH CERTIFICATE FOR THE OWNER OF RECORD AND PROVIDE PROOF OF INHERITANCE FOR THE GRAVE TO BE USED.**

**BOARD OF TRUSTEES**

**TULARE PUBLIC CEMETERY DISTRICT**

**ADOPTED AUGUST 13, 2008**

**REVISED OCTOBER 8, 2008**

**REVISED FEBRUARY 24, 2020**