

*Town of Atkinson
Cemetery Trustees
21 Academy Avenue
Atkinson, NH 03811*

Rules and Regulations Governing Monuments and Markers

1. A *Request to Install a Monument or Marker Form* (attached) must be submitted to, and approved by, the Cemetery Trustees before a foundation is built.
2. Any monument of size, and all two-piece combinations, shall be set on a foundation no less than 36 inches in depth and with an appropriate width for each piece; those of a small size must also have an appropriate foundation for their size to eliminate displacement.
3. Monuments and markers shall be placed within the confines of an individual lot – no matter what the square footage. All avenues (walkways) between two- and four-grave plots shall remain free of obstruction. Monuments and markers already set will be allowed to remain.
4. Foundations shall be finished two inches below grade.
5. Changing the grade by raising or lowering the sod by dealers is forbidden.
6. Bases less than four feet long shall not show more than six inches above grade. Bases over four feet long shall not show more than eight inches above grade.
7. All markers and cornerstones shall be set flush with the grade. Markers (Head Stones) shall be flat granite; flat on the top as well as flat on the bottom, and not less than four inches thick and not more than six inches thick.
8. All die stones shall be polished or steeled on at least the front and back. Bases shall be of equal quality as the die stone.
9. No advertising emblems, seals, trademarks or firm names shall be cut, attached or inserted in monuments or markers.
10. Monument dealers must be willing to guarantee their stones against rust stains, checks and cracks for at least five years and agree to replace the stone at no cost to the lot owner or the Town of Atkinson, NH if such faults occur.

Request to Install a Monument or Marker

Permission is hereby requested to:

- a. _____ Erect a monument and foundation;
- b. _____ Install a flush marker;
- c. _____ Install flush cornerstones;
- d. _____ Letter a monument, marker or cornerstone;
- e. _____ Clean a monument, marker or cornerstone

On Lot number _____ in Section _____ owned by _____.

The composition of the monument/marker is to be _____ Granite _____ Marble.

The monument/marker finish is to be _____.

The size of the foundation for the monument is to be _____.

Please include a sketch of the general outline of the proposed monument/marker showing length, width and die stone.

All memorial work is subject to all the rules and regulations of Atkinson Cemeteries in completing the work described on this order, and the dealer further agrees to be responsible for any damage which may be done by him or his employees while in at the cemetery.

Monument Dealer:

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ E-mail: _____

Signature of Lot Owner, Heir or Assignee: _____

Name: _____ Title: _____

Address: _____

Phone: _____ E-mail: _____

Signature of Cemetery Trustee: _____

**Town of Atkinson
Cemetery Monuments and Markers**

11. Repairs and upkeep of all memorials, markers and cornerstones shall be the responsibility of the lot owner, heirs or assignees. The Town of Atkinson, NH shall not be responsible for damage by vandals to any memorial, marker or cornerstone, shrubs or plantings within its cemeteries. Lots covered by "Perpetual Care Funds" are only covered to the extent of their accumulated interest balances.

12. Monuments may not exceed the following sizes for a given lot square footage:

10' x 15' = 150 square feet	4-grave lot	Base: 6 feet Width: 1 foot – 6 inches Height: 3 inches
10' x 8' = 80 square feet	2-grave lot	Base: 4 feet Width: 1 foot – 2 inches Height: 3 inches
10' x 4' = 40 square feet	Single lot	Base: 2 feet Width: 1 foot Slant face

Combinations of single lots MAY influence the size of monuments allowed.
Final decision will be made by the Cemetery Trustees.

Approved Date: _____

Cemetery Trustees' Signature:

