



City of Rocky Mount Administrative Policy

Policy: Cemetery Fees

Section: Fees and Charges Policy No. X.4.2
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 Approved By: City Council
 Effective Date: 7/1/2017 Page: 1 of 3
 Supersedes: 7/1/2013

Purchase price: One grave space \$ 900.00
 Two grave spaces \$1,650.00
 Four grave spaces \$3,000.00
 Eight grave spaces \$5,700.00

Grave Opening and Closing (4 feet or more in length)

Resident Rates		Non-City Resident Rates (*Note Exceptions)	
Monday – Friday, Before 4:00pm	\$750.00	Monday – Friday, Before 4:00pm	\$1,000.00
Monday – Friday, After 4:00pm	\$900.00	Monday – Friday, After 4:00pm	\$1,150.00
Saturday & Sunday	\$1,100.00	Saturday & Sunday	\$1,350.00
Holidays	\$1,300.00	Holidays	\$1,550.00

Grave Opening and Closing (Less than 4 feet and includes cremations)

Resident Rates		Non-City Resident Rates (*Note Exceptions)	
Monday – Friday, Before 4:00pm	\$400.00	Monday – Friday, Before 4:00pm	\$575.00
Monday – Friday, After 4:00pm	\$550.00	Monday – Friday, After 4:00pm	\$675.00
Saturday & Sunday	\$750.00	Saturday & Sunday	\$875.00
Holidays	\$950.00	Holidays	\$1,075.00

*EXCEPTION: A non-city resident, at time of death, may pay the resident fee if all of the following conditions are met:

- a. The deceased was in a nursing home, retirement home, convalescent home, or the like, at time of death;
- b. Was a full time resident of the City within five (5) years preceding death; and
- c. Was age 60 or over.

Monument/Marker Permits

\$30.00 per monument/marker

Indigent Burials

Persons certified as indigent by the appropriate Department of Social Services, who meet the criteria established by the City for indigent burial, and who meet the residency requirements established in Section 6-9 of the City Code shall be eligible for burial in unmarked graves in the sections of the City's cemeteries designated for indigent burials. Charges for burial plots and for opening and closing the graves shall be waived. The City Clerk shall be responsible for authorizing burials under this policy and no such burials shall be scheduled until the appropriate approval has been obtained.

Stillborn babies or babies less than one (1) week old at the time of death may be buried in unmarked graves in sections of the City's cemeteries reserved for the burial of indigent persons and charges for the burial plot shall be waived, however, fees to open and close the graves shall not be waived, unless the parents qualify as indigent.

No indigent burials shall be permitted on weekends and holidays. Deeds will not be issued for burials in the Pauper's sections and permanent markers or monuments shall not be permitted on the graves. The City shall, however, keep a record of burials under this policy.

Indigent Burial Application Procedures

The following procedures shall apply to indigent burials:

1. Application for indigent burials shall be made to the City Clerk on a form available in the office of the City Clerk. Applications must be made by next-of-kin, determined in the following order: surviving spouse, surviving child, surviving parents, surviving siblings, etc. or a person with the authority to act on behalf of the deceased. The City Clerk's office shall provide assistance with completing the form.
2. The deceased must be certified by the appropriate Department of Social Services as indigent and applicants must sign an Affidavit of Indigence.

3. During the application process, applicants shall be provided with a written summary of applicable City policies and procedures governing indigent burials. The procedures shall be verbally explained to applicants.
4. The funeral home that will conduct the service shall furnish the City with an affidavit of commitment to conduct the funeral service; an itemized statement of its charges for the services; and a financing statement that shows how the charges will be paid. Funeral home charges shall not exceed a total of \$3,000 and burial containers more than 20 gauge shall not be permitted. The amount of charges by the funeral home and violation of the gauge of the burial container will be determining factors in the approval process for indigent burials.
5. The funeral home shall be responsible for making the appropriate scheduling arrangements with the Cemetery office at least twenty-four hours in advance of the time the service is expected to be held. Burials may not begin later than 2:30 p.m. NO INDIGENT BURIALS WILL BE PERMITTED ON WEEKENDS OR OFFICIAL HOLIDAYS.
6. The City Clerk shall evaluate the information on the application form, the certification of indigence and the information from the funeral home and shall approve or disapprove of the burial within twenty-four (24) hours after receipt of all required information and shall notify the applicant and the cemetery.
7. Burial arrangements must be made with the Cemetery office in accordance with City rules and regulations.