

# THE REMEMBRANCE GARDEN AGREEMENT TERMS AND CONDITIONS

The purpose of the Remembrance Garden is to remember and honor past members and to witness to the hope of resurrection in Jesus Christ. The Remembrance Garden is a self-supporting entity located on the grounds of Mercer Island Presbyterian Church (MIPC).

- ***Who is eligible to be remembered and honored in the Remembrance Garden?***

Only Members may be named or inurned in the Remembrance Garden. Members are:

- Persons who are current or past members of MIPC, and their spouses, children, siblings and parents;
- Persons who are current or past pastors of MIPC, and their spouses, children, siblings and parents and
- Persons with strong ties to MIPC, as determined by the Remembrance Garden Board.

- ***How is a Member remembered and honored in the Remembrance Garden?***

Two options are available for Members:

(1) Naming on Cenotaph Wall. A cenotaph is a wall with stone shutters engraved with names and pertinent dates. Purchase of a naming on the cenotaph wall entitles the Member to have his or her name, birth date and death date engraved on a stone shutter inserted on the cenotaph wall. The stone shutter holds up to two names; the names need not be engraved at the same time. This option does not include inurnment of the Member's ashes. There are 168 stone shutters on the cenotaph wall.

(2) Inurnment in Columbarium. A columbarium is a structure with niches, or compartments, for urns containing ashes of the deceased. Purchase of a niche in the columbarium entitles the Member to inurnment of a metal, plastic or ceramic lined urn of the Member's ashes in the niche, with the Member's name, birth date and death date engraved on the stone shutter of the niche. Human cremains (ashes or cremated remains) in urns only are inurned in a columbarium niche. Each niche may hold one or two urns, which need not be placed in the niche at the same time. Purchase of a "double niche" allows for two urns and two names; purchase of a "single niche" allows for one urn and one name. Neither MIPC nor its pastoral staff is responsible for identifying the remains enclosed in an urn. No object separate from the urns and their contents may be placed within a niche. There are 240 niches in the columbarium.

- ***What size of urn should I use in a columbarium?***

Urn come in a number of sizes and shapes. A "**companion urn**" (9.2"L x 4.25"W x 9.3"H) is recommended, particularly when two urns are intended to fit within a niche. With any other size/shape of urn you will **not** able to fit a second urn in the niche. Please call Ruth Ann Biggers (206.232.5595 x. 1002) or Sharon Olson (206.484.3133) if you have questions. Unfortunately, MIPC is not responsible if your urn choice precludes a second urn from fitting within a niche.

- *What types of inscriptions are allowed?*

Inscriptions must be in a standardized format that includes only name, date of birth and date of death. No other inscriptions are permitted. Names will be first, middle (or maiden), last and suffix, such as II or Jr. (An initial for the first or middle name is acceptable.) There can be no honorific titles such as Dr., Lt. Commander, USN, Retired, etc. The date will be written with abbreviated month and numerically, such as Mar. 29, 1929 for March 29, 1929.

- *Can a Member designate the location of their name on the cenotaph wall or niche in the columbarium?*

Members may choose the location of their stone shutter on the cenotaph wall or niche in the columbarium based on availability. Members choose locations in the order in which their reservations are completed. Location choices are subject to final approval by the Remembrance Garden Board.

- *How does a Member designate who will be named on the cenotaph wall or interred in the columbarium?*

At the time of purchase, the Member designates whose name will be engraved on the cenotaph wall or whose remains will be inurned in the niche in the columbarium. The purchasing Member may designate himself or herself, or any other person who qualifies as a Member. The purchasing Member may change the designation by delivering a signed written notice to the Remembrance Garden Board, in a form acceptable to the Board. After the purchasing Member's death, the right to designate use of an un-engraved stone shutter or unoccupied niche may be exercised by any person designated by the Member in his or her Will, or, if the Will is silent, by the personal representative of the Member's estate. In all cases, only persons who qualify as a Member may be designated.

- *What are the costs of a naming on the cenotaph wall or inurnment in the columbarium?*

Double niche in columbarium:	\$3,400 not including engraving
Single niche in columbarium:	\$2,400 not including engraving
2 names on wall of cenotaph:	\$1,000 not including engraving
1 name on wall of cenotaph:	\$ 750 not including engraving

All fees are subject to change from time to time, as approved by the MIPC Session. The purchase price must be paid in full within twelve months of submission of the completed Reservation Form. Fees not paid in full at the time of the reservation require a 25% deposit and quarterly payments of 25% unless there are extenuating circumstances approved by the Remembrance Garden Board. Payments may be made in cash or with a debit or credit card. Fees are *not* considered a tax-deductible contribution.

The price of a niche includes fees for opening and closing of the niche. Fees do not include urns or cremation.

Purchase of a naming on the cenotaph wall or inurnment in the columbarium does not constitute a sale of real property. A Member's rights to a naming or inurnment may not be assigned, transferred or inherited without the written consent of the Remembrance Garden Board. Members' rights shall not be subject to claims of creditors.

- ***How do Members reserve a naming on the cenotaph wall or inurnment in the columbarium?***

Delivering the completed Reservation Form to the Remembrance Garden Board and paying the purchase price constitutes a reservation. A reservation is not complete until the Remembrance Garden Board has received the completed Form and full purchase price. Reservations without payment will be held for 30 days.

Reservations are automatically forfeited if not claimed within two years of the Member's date of death, unless the Remembrance Garden Board grants a written extension.

Reservations may be made by a Member, the personal representative of a deceased Member's estate or the legal guardian or attorney-in-fact of an incapacitated Member.

- ***What happens if the Member no longer wishes to be remembered or honored in the Remembrance Garden?***

After a right to a naming or inurnment has been purchased, but before engraving of the name or inurnment of any ashes, a Member may relinquish his or her rights back to MIPC. At its sole option, the Remembrance Garden Board may return a portion of the Member's original purchase price. No portion of the purchase price will be returned unless and until the Board has resold the naming or inurnment right. Under no circumstances will the Remembrance Garden Board return more than the lesser of the proceeds from the resale or the original purchase price, less an administrative fee of 15% of original purchase cost.

Removal of an urn for inurnment elsewhere may be permitted, at the option of the Remembrance Garden Board, upon submission to the Board of a signed written request. Written request may be made by the person given such a right under the deceased Member's Will or, if the Will is silent, by the personal representative of the Member's estate. No refund will be made, except as otherwise determined by the Board at its sole discretion.

- ***How is the Remembrance Garden maintained and administered?***

The Remembrance Garden Board administers the Remembrance Garden and maintains records of reservations and inurnments. The Board reports to the MIPC Session.

No sculptures or other memorials are allowed in the Remembrance Garden. Scripture verses placed during the construction of the Garden and plantings are the only "decoration" permitted. All plantings must be pre-approved by the Remembrance Garden Board. Flowers, real or

artificial, flags, decorations or other memorabilia are not allowed in or around the Garden except for the time of a committal service and a brief period thereafter. Church staff will dispose of items not removed by family members within 24 hours.

The Remembrance Garden does not provide for scattering of remains.

The Garden is to be maintained by an approved, contracted landscape service. Access to the Garden is available at any time. MIPC reserves the right, in its sole and complete discretion, to expand or otherwise reconfigure the Garden.

MIPC will endeavor to protect the Garden, but it assumes no responsibility other than to afford the Garden the same protection it provides for its other property. The Garden is an undivided portion of the property of MIPC, and subject to any risks of failure that could impact MIPC in the future.

The right of naming on the cenotaph wall or inurnment in the columbarium shall cease if the present church property is no longer owned by MIPC, or the present church edifice is demolished. In the event of such termination, MIPC shall relocate or make other arrangements or provisions for all cremated remains, which are not removed by people legally entitled to do so.

## **The Remembrance Garden Reservation**

I select the following remembrance, subject to the forgoing Remembrance Garden Agreement Terms and Conditions:

- Double Niche in Columbarium - provides space for 2 urns and 2 names on shutter of niche.
- Single Niche in Columbarium - provides space for 1 urn and 1 name on shutter of niche.
- 1 Name on wall of Cenotaph - provides for one name on the cenotaph wall.
- 2 Names on wall of Cenotaph - provides for two names on the cenotaph wall.

I may designate the location of the niche or of the name on the wall, subject to availability and approval by the Remembrance Garden Board.

I acknowledge receipt of the Remembrance Garden Agreement Terms and Conditions and agree to be bound and abide by them both in present form and as may be amended from time to time. I specifically understand that my reservation is not complete until I pay the full purchase price, that I must pay the full price within one year of my submission of this Reservation Form to the Remembrance Garden Board or prior to inurnment whichever comes first, and MIPC is not responsible if your urn choice precludes a second urn from fitting within a niche. For cases of hardship, inurnment may be allowed prior to full payment if approved by the Remembrance Garden Board. Fees not paid in full require a 25% deposit and quarterly payments of 25% unless there are extenuating circumstances approved by the Remembrance Garden Board. Payments may be made in cash or with a debit or credit card.

Date: \_\_\_\_\_  
Purchasing Member

Purchasing Member's Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Payment: \_\_\_\_\_ Date \_\_\_\_\_

Reservation complete: \_\_\_\_\_

Location in Garden: \_\_\_\_\_

## Inscription Instructions

Inscription (s) for:

(please check):  Double Niche,  Single Niche,  
 Cenotaph (1 name),  Cenotaph (2 names)

<p>_____</p> <p>(first, middle, last name)</p> <p>Birth Date: _____ (MM - DD - YYYY)</p> <p>Death Date: _____ (MM - DD - YYYY)</p>
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<p>_____</p> <p>(first, middle, last name)</p> <p>Birth Date: _____ (MM - DD - YYYY)</p> <p>Death Date: _____ (MM - DD - YYYY)</p>
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**Approval of above Inscription** \_\_\_\_\_

**The Remembrance Garden Columbarium  
Instructions at Time of Death  
For Inurnment in Columbarium**

The attached documents, **The Remembrance Garden Agreement - Terms and Conditions** and **Reservation Form**, pertaining thereto, should be kept in an accessible and safe place. Arrangements for interment will be under the direction of the MIPC pastoral staff.

At time of death:

1. Notify the MIPC church office (206-232-5595). The staff will assist you with the necessary arrangements if you desire. The church does not provide cremation services. The cost of cremation, the cost of an urn, nor the cost of the engraving of the shutter are covered by any fees associated with use of columbarium.
2. Inform the Funeral Director that a niche is reserved at the Mercer Island Presbyterian Church and advise them the niche dimension are 9-1/4”w x10”h x11-1/4”d and will hold (1 or 2) urn(s). Many funeral homes have this information on file.
  - The Remembrance Garden Board recommends a Companion Urn (9.2”L x 4.25”W x 9.3”H). Two of these urns side by side will fit into a niche. With any other size/shape of urn you will **not** be able to fit a second urn in the niche.
  - Please call Ruth Ann Biggers (206.232.5595 x. 1002) or Sharon Olson (206.484.3133) if you have questions. Unfortunately, MIPC is not responsible if your urn choice precludes a second urn from fitting within a niche.
3. The sealed container is kept by the family or funeral director until taken to the Church at the time of the service. It is recommended that the urn be of sturdy material, either metal or ceramic or be at least metal or ceramic lined container.
4. The minister will arrange a committal service at a mutually agreeable time.
5. Please provide a short biography of the deceased to be kept by the church in a Remembrance Book or our files.

3605 84 <sup>th</sup> Avenue SE Mercer Island, Washington 98040      206-232-5595   206-232-0502 (fax)
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