

Scheduling Cremation

When scheduling a Cremation Service here at Elmhurst, there are procedures and paperwork needed to be provided prior to the interment taking place.

The following documents and procedures are needed to be arranged and presented to the office staff so that we can better serve you when the interment day arrives.

- The Cemetery must be notified at least three business days, prior to a Cremation Interment taking place. In the winter months there may be frost in the ground and it may take longer to thaw the ground for burial.
- The ashes can be brought to the cemetery on the day of interment by a member of the Funeral Home, a family member or person in charge of the arrangements of the deceased.
- A copy of the Cremation Certificate or Death Certificate. (This should include the Date of Death, Date of Birth, Age, place of Death of the deceased and the name of the Funeral Home or Crematory.
- Next of Kin, name, address, telephone number and relationship to the deceased. (Both of the above documents and information are for our record keeping.)
- If the deceased is to be interred on the property owned by another individual, there must be a permit signed and on file here at the cemetery, before the interment can take place. If it is “Second Rite of Interment” on an existing grave, proper ownership must be determined, permits must be signed and permission granted according to State Statute, before any interment can be made. Outstanding property balances must be paid prior to any interment being made.
- All in-ground cremation interments must be placed in an urn vault. We provide a sealed and painted, waterproof urn vault with our interment fee.
- The container in which the ashes come from the Crematory is perfectly acceptable for burial. If the family wishes to choose a cremation urn, please check with our office for any size requirements, depending where the interment is taking place. (Example: if the interment is in one of our Columbarium Cremation Niches, there is a restriction as to what size will work, depending which Columbarium or Niche is being used.)
- Please let our staff know if the Funeral Home or Crematory will be involved in the arrangements or service at the cemetery. If not, will it be handled through a family member or personal representative, guardian, friend, etc.
- Will there be a service prior to the interment at the cemetery? If just at the cemetery, do you need a tent or chairs? How many people or cars are you expecting? Any Military representation?
- Flowers, photos and memorabilia are allowed at the service. If you wish to have any of these items saved, please inform our staff.
- Please, no glass vases allowed. This is for the safety of our visitors and staff. If you are having flowers delivered to the cemetery prior to the service, please check with our office staff to ensure the office will be open to accept the delivery. If the office would be closed the family would then be responsible for making other arrangements.
- Payment for Cemetery property, services and merchandise must be made prior to the interment date. Cremation Certificates, Death Certificates, Permits, Deeds or any other documentation must accompany the payment before the interment will take place.