MOUNT ROYAL COMMEMORATIVE SERVICES

RULES
AND
REGULATIONS

The Mount Royal Cemetery Company

Tradition
Trust
Tribute
Preface

The Mount Royal Cemetery Company, a non-sectarian not for profit corporation, was founded in 1847. It is administered by 21 Trustees who serve without remuneration. Historical records date to 1799, when the Old Burial Grounds were established in Montreal. As a continuation of these burial grounds, Mount Royal Cemetery was established in 1852.

Since its beginning, the Company has adapted to the needs of changing generations:

1901: Establishment of the first crematorium in Canada


1984: Addition to the crematorium complex of a second chapel and an area for crypts and niches.

1990: Mount Royal Crematorium starts offering funeral services.


1995: Inauguration of Complexe Funéraire des Trembles, a full-facility funeral home.

1998: Opening of Mount Royal Funeral Complex adjacent to its historical Crematorium.

2002: 150th anniversary of Mount Royal Cemetery, the first burial was on October 19, 1852.

2015: Opening of The Belvedere Cemetery & Funeral Complex in Senneville
THE MOUNT ROYAL CEMETERY COMPANY RULES AND REGULATIONS

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## 1. DEFINITIONS

As used in these Rules and Regulations, the following terms shall have the meanings hereinafter defined:

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<tr>
<th>Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td>Burial Rights Holder</td>
<td>a person who has purchased from the Company, the right to authorize interments in a specified location of the cemetery, from the Company;</td>
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<tr>
<td>cemetery</td>
<td>any cemetery administered by the Company;</td>
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<tr>
<td>columbarium</td>
<td>an outdoor structure or a section of a mausoleum, containing niches for inurnment;</td>
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<tr>
<td>Company</td>
<td>The Mount Royal Cemetery Company and/or its affiliate Crematorium Inc. (Mount Royal Crematorium);</td>
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<tr>
<td>cremation</td>
<td>the technical heating process that reduces human remains to bone fragments;</td>
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<tr>
<td>crematorium</td>
<td>a building or a portion thereof, fitted with the proper equipment for the purpose of the cremation of human remains;</td>
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<tr>
<td>crypt</td>
<td>a space in a mausoleum to be used for an entombment;</td>
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<tr>
<td>entombment</td>
<td>placement of human remains in a sealed crypt;</td>
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<tr>
<td>grave</td>
<td>a place for interment designated as such on the plans of the cemetery;</td>
</tr>
<tr>
<td>inscription</td>
<td>any writing, engraving or design placed in any way upon or cut into a monument, marker or plaque;</td>
</tr>
<tr>
<td>interment</td>
<td>the earth burial of human remains;</td>
</tr>
<tr>
<td>inurnment</td>
<td>the placement of cremated human remains in a sealed niche;</td>
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<tr>
<td>lot</td>
<td>a place for interment, with an area of one hundred square feet or more, designated as such on the plans of the cemetery;</td>
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<tr>
<td><strong>Management</strong></td>
<td>the administrators of the Company appointed from time to time by the Trustees;</td>
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<tr>
<td><strong>marker</strong></td>
<td>a memorial manufactured of granite or bronze and set level with the turf;</td>
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<tr>
<td><strong>mausoleum</strong></td>
<td>a building or other structure used as a place for an entombment;</td>
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<td></td>
<td></td>
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<tr>
<td><strong>monument</strong></td>
<td>a memorial manufactured of granite or bronze raised above ground level;</td>
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<tr>
<td><strong>niche</strong></td>
<td>a space in a columbarium to be used for an inurnment;</td>
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<td></td>
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<tr>
<td><strong>plaque</strong></td>
<td>a memorial manufactured of bronze and attached to either a monument or marker;</td>
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<td></td>
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<tr>
<td><strong>Trustees</strong></td>
<td>the board of Trustees, elected annually to administer the affairs of the Company.</td>
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</table>
2. GENERAL INFORMATION.

2.1 Financial. The cemeteries are operated for the benefit of the public, on a non-profit basis. The money received is used exclusively for the administration and the operation of the cemeteries under the supervision of the Trustees and in meeting the needs of the public for future burial space.

2.2 Perpetual Care. The cemeteries are administered under a perpetual care plan, whereby the grounds are maintained by the Company. All burial rights sold by the Company are covered by this plan. Burial rights holders of graves and lots, acquired prior to the introduction of the perpetual care plan, may have them placed under this plan upon payment of a stipulated fee.

2.3. Endowments. The income from the Perpetual Maintenance Fund is applied towards the costs of maintaining the cemeteries in good order and condition but does not provide for the upkeep of private vaults, monuments, markers and the planting of flowers and shrubs on graves and lots. Burial rights holders can establish an endowment either by will or during their lifetime and the Trustees will accept a payment in trust and apply the income therefrom to these purposes, if so desired.

2.4 Additional Work. The special planting of trees and shrubs, and the trimming thereof and the other special attention is termed additional work for which a charge is made. Full particulars and estimates will be given free of charge upon application to the cemetery office.

2.5 Changes in Rules and Regulations. The Trustees may from time to time, as required, modify, replace or repeal the rules and regulations in whole or in part and enact new rules and regulations, in such manner as they in their sole discretion determine will best serve the interests of the cemeteries. In exceptional cases, where in the opinion of the Trustees this can be done without detriment to the interests of others, they may temporarily suspend or modify any rule or regulation without affecting its general application or enforcement.

2.6 Operations. The Trustees may alter the boundaries or grading of any section or portion thereof from time to time and may modify or change roads, drives and walks. They also reserve the right to lay, maintain, operate, alter and change from time to time lines or gutters for water supply and drainage systems and generally to use the entire cemetery property for cemetery purposes with right to ingress and egress over graves and lots for all purposes.
2.7 Responsibility. In the event of the destruction of, or damage to plants, shrubs or trees from causes other than negligence on the part of the Company, the Company shall not be responsible for replacing or replanting same. Its liability, if any, shall be fully satisfied by a reasonable effort to correct the situation or in its discretion by refunding monies paid to and received by the Company.

The Company reserves, and shall have the right to correct any errors that may be made in the cemeteries, in making interments or disinterment or in the description, transfer, or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof other interment property of comparable value and similar location, as far as possible, or as may be selected by the Company or, in the sole discretion of the Company, by refunding the amount of money paid on account of the said transaction. In the event the error shall involve the interment of remains of any person in such property, the Company reserves and shall have, the right to remove and re-inter the remains in such other property of comparable value and similar location as may be substituted and conveyed in place thereof. The Company shall also have the right to correct any errors made by making an improper inscription and without limiting the generality of the foregoing the inclusion of an incorrect name or date, either on a memorial or a container for cremated remains. Except for making any necessary correction the Company shall not be liable for any errors so made.

2.8 Notice. Notices, required by any rule or regulation to be given to burial rights holders, shall be in writing and shall be sufficiently given to the rights holder(s), or to their legal representative(s), by personal delivery or by sending same by prepaid ordinary mail to their last post-office address(es) recorded in the books of the Company.

Any notice so mailed, shall be deemed to have been given on the third (3rd) business day following the date of mailing thereof, or on the date of its delivery, as the case may be.

2.9 Consultations and Assistance. During office hours the services of the cemetery counsellors are available to burial rights holders. It is hoped that burial rights holders will feel free, at all times, to consult the Company’s personnel.

3. SALE AND TRANSFER OR BURIAL RIGHTS

3.1 Installment Plan. In advance of need, burial rights in graves, lots, niches and crypts may be purchased by more than one payment.

3.2 Records of Sales. Graves, lots, niches and crypts shall be deemed to be sold or reserved from sale when such sale or reservation is recorded in the registers of the Company.
3.3 **Prices and Terms.** Burial rights in graves, lots, niches and crypts shall be sold at such prices and on such terms and conditions as may form time to time be fixed by the Trustees. Where sales are made on the installment plan no interment shall be made therein until the purchase price has been paid in full.

3.4 **Burial Rights Certificate.** Burial rights to graves, lots, niches and crypts shall be conveyed by such form of certificate as may from time to time be approved by the Trustees and the burial rights evidenced by such certificate shall be subject to the rules and regulations as may be, from time to time, enacted by the Trustees, as if recited therein in full.

3.5 **Financial Gain Prohibited.** The Company shall not allow disinterments from graves, lots, niches and crypts solely for the burial rights holder’s financial gain.

3.6 **Notice of Transfers.** To ensure the correctness of records no sale or other transfer of burial rights in any grave, lot, niche or crypt shall be binding upon the Company until a duly executed transfer has been recorded in the registers of the Company, specifying the name and address of the proposed transferee. A fee is payable for each such transfer.

3.7 **Amounts Due.** No such sale or transfer shall be made until all outstanding amounts have been paid.

3.8 **Multiple Burial Rights Holders.** When there are multiple holders of burial rights in graves, lots, niches and crypts, they may designate one or more persons to represent their interests by filing written notice of such designation with the Company. In absence of such designation, or a written notice of objection at the time of interment, the Company shall be entitled to permit an interment upon the written request or direction of any of the multiple holders.

3.9 **Inheritance of Burial Rights.** Upon the death of the registered burial rights holder the person(s) entitled to inherit, in accordance with the last will and testament of said holder or in the absence of such a last will and testament, as the deceased’s intestate heir(s), shall become the burial rights holder(s) in the place and stead of the deceased. The Company shall be entitled to require the production of a notarial or probated copy of the last will and testament. In the absence of such a last will and testament, such sworn declaration or other documentation and evidence as will establish who are/is the intestate heir(s) of the deceased and whether they wish to accept or renounce their interest in the deceased’s burial rights will be required.

3.10 **Sale of Burial Rights.** The Company is under no obligation to purchase burial rights from burial rights holders or persons who have inherited burial rights.
4. MAINTENANCE.

4.1 **Trees and Shrubs.** Threes and shrubs may be cultivated on lots but only such varieties that are approved by Management. No tree or shrub growing within any lot may be removed without the consent of Management. If any tree or shrub situated in any lot shall have, in the opinion of Management, become by means of their roots or branches or in any other way detrimental to the adjacent trees, lots, drains, roads or walks, or prejudicial to the general appearance of the grounds or inconvenient to the public, Management may remove such tree or shrub or parts thereof, at the expense of the burial rights holder.

4.2 **Flower Beds.** Where permitted, the location of a flower bed shall be directly in front of the memorial and the size thereof shall be directly proportional to the size of the memorial. In no case shall the flower bed exceed the width of the memorial, nor shall the bed extend beyond eighteen inches (18”) in depth from the front of the base of the memorial.

Flower beds are permitted on graves measuring 25 superficial square feet or larger.

4.3 **Removal of Memorial Wreaths.** Memorial wreaths may be placed in the cemeteries after November 1st of any year. In order to preserve the proper appearance of the grounds they must be removed before March 15th, of the following year or Management will have same removed and disposed of.

4.4 **Removal of Decorations.** To ensure neatness and to preserve the beauty of the cemeteries, Management shall control the placing of wreaths, flowers and other removable mementos and objects upon graves and lots and when in its opinion it is necessary or desirable to remove the same it shall do so, and if Management considers the articles to have any value, with the exception of memorial wreaths as aforementioned in Rule 4.3, it shall notify the burial rights holder, giving such holder the right, within 30 days, to take the same away. Should such holder fail to do so, the same may be disposed of by the Company.

4.5 **Flowers and Potted Plants.** Flowers and potted plants, either natural or artificial, may be placed on graves or lots, in locations specified by Management, provided proper containers are used. Such flowers and plants will be removed and disposed of by the Company when they become faded or unsightly.

4.6 **Rubbish Prohibited.** Rubbish shall not be thrown on roads, walks or any part of the grounds. Receptacles are provided at convenient points on the grounds for deposit of weeds, decayed flowers and plants, etc.
4.7 **Fences, Railings, etc. Prohibited.** Borders fences, railings, walls, cut-stone copings and hedges in or around graves or lots are prohibited.

4.8 **Removal of Fences, Railings etc.** Management, following notice as in Rule 4.4, may remove railings, walls, fences, hedges, copings and other enclosures erected in or around any grave or lot, which have in its judgment become unsightly or objectionable.

4.9 **Care of Graves and Lots.** All graves and lots shall be kept properly graded, sodded and mown. Where any part of the upkeep of the grave or lot is not under perpetual care, this work shall be done by the cemetery staff at the expense of the burial rights holder at prices from time to time fixed by Management. No interment shall be made, nor any marker placed, nor any monument erected, on any grave or lot not already under perpetual care, until all outstanding charges have been paid. A grave or lot may be placed under perpetual care by paying the Company a stipulated fee.

4.10 **Monuments to be Kept in Repair.** All burial rights holders are required to keep in proper repair, at their own cost and to the satisfaction of Management, all markers and monuments upon their grave or lot.

4.11 **Monument in Disrepair.** When any monument, marker, plaque or foundation is in disrepair, Management shall notify the burial rights holder in writing of the fact and require repairs be made to the satisfaction of Management. In case any such burial rights holder, after such notice, refuses or neglects to do so, for a period of 30 days, following such notice, Management may repair, remove or otherwise deal with the same as in its judgment is in the interest of the cemetery and charge the expense to the burial rights holder.

4.12 **Implements to be Removed.** Implements and materials used in doing any work within the cemeteries or mausoleum shall be removed without delay and if this is not done Management may remove the same and charge the expense to the burial rights holder.

4.13 **Grading of Lots.** No burial rights holder shall change the grading of a grave or lot. Should any such change be made, Management may restore the grave or lot to its original grade at the expense of the burial rights holder.

4.14 **Cutting Sod, Moving Markers.** Unless authorized by Management, no person shall make any walk; cut any sod or move corner posts or markers in any cemetery.

4.15 **Lanterns and Candles.** Lanterns and candles may be permanently installed where upright memorials are permitted, but any installation must have Management’s approval.
4.16 **Portable Articles.** Any portable article, including particularly flower vases and potted plants, must be readily moveable for ease of handling by cemetery personnel, in order that they may carry out their duties with a minimum of delay and a minimum risk of injury.

4.17 **Removal of Plants, Flowers, etc.** Graves and flower beds must be cleared by burial rights holders, of tender plants, after the first frost in the fall. Burial rights holders desiring to take any plants away should do so before this time.

4.18 **Responsibility.** Management expressly disclaims all responsibility for loss or damage from causes beyond its control, and especially from damage caused by the elements, acts of God, thieves, vandals, strikers, malicious mischief-makers, explosions, accidents, invasions, insurrections, riots or order of any military or civil authority, whether the damage be direct or collateral.

*NOTE: Management shall take reasonable precautions to protect the property of burial rights holders but it assumes no liability or responsibility for the loss of, or damage to, any monument, marker, mausoleum or any article of any type that may be placed on any grave, lot, niche or crypt.*

5. **INTERMENTS.**

5.1 **Elapsed Time.** No interment may proceed before the expiry of at least twelve (12) hours, from the time of death.

5.2 **Burial Permit.** A copy of the Certificate of Death, completed in accordance with section 46 of the Public Health Act, must be deposited with the Company before interment can take place.

5.3 **Information Required.** In each case of burial, a written statement, giving the name, place of birth, last address, age, date of death, place of death, name, relationship and address of deceased’s nearest relative, time of interment and name of funeral director must be furnished to the Company, so that an accurate register may be kept.

The outer dimensions of any casket and/or container and precise instructions, in writing, regarding location of the interment, shall be given. The Company cannot be held responsible for any errors resulting from incorrect or lack of specific information.

5.4 **Telephone Requests.** Request for an interment may be given to the Company by telephone, but the Company cannot be held responsible for any errors or misunderstandings that may arise. It is recommended that families come to the cemetery office to make arrangements for an interment.
5.5 Notice Required. Notice of each interment to be made shall be given to the Company at least twelve (12) business hours prior thereto. During winter conditions at least sixteen (16) business hours notice must be given prior to each interment. The Company cannot be held responsible for having a grave prepared for an interment unless such notice is given, subject in all cases to weather conditions permitting such preparation.

5.6 Written Authorization. No interment shall be made without the written authorization of the burial rights holder of the grave or lot.

5.7 Charges Incurred. Persons requesting an interment will be held responsible for the charges incurred. No interment may take place until all charges are paid.

5.8 Depth of Grave. The casket must be covered by earth, to a depth determined by government regulations.

5.9 Employee Must be Present. The Company’s Grounds Foreman or an employee appointed by the Grounds Foreman shall be in attendance for each interment.

5.10 Interments on Sundays and Statutory Holidays. Except in cases of extreme necessity such as the danger of contagion or infection, or in case of an epidemic, interments, entombments or cremations shall not be made on Sundays or statutory holidays, unless by order of the Ministry of Health and Social Services.

5.11 Interments on Saturdays. Interments on Saturdays shall be made in cases of extreme necessity as stated in rule 5.10. Under normal situations Casket interments and entombments will be permitted throughout the year provided the service at the graveside or crypt concludes by 11:15 a.m. The interment of cremated human remains will be permitted by appointment only between 9 a.m. and 11 a.m. during the months of May through October. An extra fee will be charged for Saturday interments.

5.12 Number of Casket Interments in One Grave. As a general rule, two interments are permitted in one grave, except in certain designated areas where only one interment is permitted. No more than two interments may be permitted in the same grave without Management’s authorization.

5.13 Outer Container. Where an outer container is used there will be an extra fee for opening the grave wider and handling the set up of such container. In order to have two interments with outer containers, extra depth will be required, at a fee set by Management.

5.14 Mounds. Mounds will not be permitted over graves.
5.15 Opening of Grave or Vault. No grave of vault shall be opened for interment or disinterment by any person not in the employment of the Company.

5.16 Interment fee. The interment fee, for casket interments, includes the opening and closing of the grave, the use of a lowering device and artificial grass. In cases of the interment of cremated human remains, the fee includes the opening and closing of the grave and artificial grass.

5.17 Human Remains. Only deceased human remains shall be placed in any cemetery.

5.18 Closing of Casket. Funeral Directors must close the casket or container before lowering same into the grave.

5.19 Disinterment. A request, in writing, must be made to the Company’s Executive Director, who will then furnish, in writing, to the person making the request, the Company’s requirements.

6. MEMORIALS.

6.1 Approval of Design. No monument or other structure shall be erected or placed on any lot until its design and the plans and specifications relative to the material, construction and proposed location thereof have been submitted to and approved by Management.

In order to ensure a high standard in the design and appropriateness of monuments to be erected, the advice of cemetery officials is at the disposal of burial rights holders.

6.2 Application for Memorial Work. An application must be made, by the burial rights holder, for construction of a foundation and any other memorial work.

6.3 Foundations. Concrete foundations are required for all memorials and shall be built by the Company at the burial rights holder’s expense. The foundation of a memorial shall be built in the designated space and must be the exact dimensions of the base of the memorial. If incorrect dimensions have been given on the application form the foundation will be removed and rebuilt by the Company at the expense of the burial rights holder.

6.4 Inscriptions. No inscription shall be placed on any monument, marker, niche front or mausoleum tablet which in the opinion of Management is not in keeping with the dignity and decorum of the cemetery.

No lettering will be permitted on the side of a monument facing an adjoining lot where there is no room for a grave between the monument and the boundary of the lot.
6.5 Lot and Grave Numbers. Each monument or marker must show the lot or grave number as designated by the cemetery, on the front, lower right hand corner of the tablet, in a legible and permanent manner.

6.6 One Memorial. No more than one monument or marker shall be placed on any one grave or lot. And such memorial shall be placed in the space reserved for it by the Company, unless special permission is granted by Management to place it otherwise.

On lots where markers already exist, Management may grant permission to place a marker, similar in size to those already in place, provided that such marker is placed on a foundation.

6.7 Past Due Accounts. No monument shall be placed until all charges pertaining to the grave or lot upon which it is to be placed have been paid.

6.8 Dimensions of Memorial. The size of a memorial permitted depends on where the grave or lot is located. All sizes are established by Management, prior to sale of the grave or lot.

The height of a monument shall include its base and shall be measured from the ground level to its highest point, with one inch of the base below ground level.

No portion of the tablet may exceed the length or width of the base.

No monument shall be less than six (6) inches in thickness at its narrowest point.

No granite marker shall be more than six (6) inches or less than three (3) inches in thickness.

The exact dimensions of a memorial permitted on a grave or a lot may be obtained at the cemetery office.

6.9 Dowelling. Die stones, columns, crosses, etc., shall be adequately dowelled to their bases unless the underside of each superstructure is, in the judgment of Management of sufficient area in relation to its height to ensure stability.

6.10 Vertical Joints. No monument or other structure shall have any uncovered vertical joints.

6.11 Cairns and Boulder Monuments. Cairns and boulder monuments require an appropriate setting and are approved only under such conditions.

6.12 Candle Holders and Vases on Monuments. Candle holders and vases may constitute part of a monument provided that they are made principally of
bronze or stainless steel. If a translucent section is necessary it must be made of an unbreakable, heat-resistant glass or a plastic material which is fire resistant.

Candle holders and vases may only be attached to the top of the base portion of a monument and will be included in determining the overall size of the memorial.

A maximum of two candle holders or vases or any combination thereof may be placed on the base of the monument. They must be centered on the end or ends of the base.

Candle holders and vases must be adequately drained to prevent any collection of water.

Candle holders must be fully enclosed on all sides.

6.13 Seats. Seats or benches of granite to be used as memorials may be permitted on approval of the design by Management.

6.14 Repairs of Monuments. Should any monument, mausoleum or crypt become unsightly, dilapidated, or dangerous, Management may remove it or repair it as it deems best and shall charge the cost to the burial rights holder after 30 days notice in writing has been given.

6.15 Order for Removal of Monument. When a memorial of any kind is to be removed, any inscription made, or cleaning done, permission shall be obtained, sufficiently in advance, from Management. Application for such permission shall be made in writing by the burial rights holder with a description of the work proposed.

6.16 Material and Finish. All monuments and other structures shall be manufactured of granite; markers may be manufactured of either granite or bronze. The bottom bed of all bases and markers must be cut level and smoothly finished.

6.17 Tolerance in Dimensions. A tolerance of ¼” will be permitted relative to the specified dimensions of a monument or parts of a monument.

6.18 Bronze Markers. The following special regulations shall apply to the use of bronze markers in addition to all other regulations respecting markers.

   a) All bronze castings shall be true, free from weakening or minor defects, blemishes or imperfections, with smooth exposed surfaces; rough, “sand-like” or painted or pigmented lacquer finishes or ornamentations are not permitted.

   b) Bronze markers must be attached to a concrete or granite base of not more than six (6) inches and not less than four (4) inches in thickness. The concrete or granite base shall be set on a foundation built by the Company. In the case of a concrete base, the Company shall attach the bronze marker to the concrete base.
In the case of a granite base, the bronze marker shall be delivered already attached to the granite base.

c) Bronze markers used as memorials must be cast with sufficient integral bosses on the underside, the bosses to be tapped or drilled to receive at least four anchor logs of brass or bronze from 4” to 6” in length, and not less than 3/8” diameter. The necessary number of anchor lugs are to be supplied to the cemetery with each marker.

6.19 Monuments Over An Interment. No monument shall be erected over an interment in a grave.

6.20 Setting of Markers. All markers shall be set by the Company, on a foundation constructed by the Company. The charges for setting and for foundation construction are payable before any work is undertaken and such charges are subject to change from time to time.

6.21 Photographs on Memorials. The Company cannot be held liable for any damage to photographs attached to memorials.

7. MONUMENT DEALERS, CONTRACTORS AND WORKMEN.

7.1 Permission to Employ Contractors. A contractor employed to erect monuments or any other structures, or do any other work in a cemetery shall first present an application at the Company’s office, signed by the burial rights holder, requesting permission to employ such contractor to do the work therein specified. Such application shall designate the section and grave or lot number.

7.2 Approval Form Necessary. No order for a foundation will be accepted until the application for a foundation has been approved.

7.3 Workmen’s Behavior in Cemeteries. The conduct and behavior of all workmen employed by others upon cemetery property shall be subject to the control of Management. Contractors, masons and stoncutters shall lay planks on the lots and paths, over which heavy materials are to be moved, in order to protect them from damage.

Any agent or employee of a monument dealer or other outside contractor who damages any property or causes any injury in the cemetery shall be personally responsible, together with his principal or employer, as the case may be, for such damage or injury.
Workman shall cease work, if in the immediate vicinity of a funeral, until the conclusion of the service and the departure of the persons in attendance. Workmen will not be allowed to work on the grounds on Saturdays, Sundays, statutory holidays or after 17:00 hours on week days.

7.4 Delivery to Cemeteries. Notice must be given at the Company’s office before any memorial work is brought to the cemetery.

No memorial shall be delivered at a cemetery until the foundation is completed and until the contractor is ready to proceed with the installation.

7.5 Advertising. Soliciting orders or distributing business cards in the cemetery is forbidden. The placing of any supplier’s name, insignia or trade mark is only permitted on the bottom of the back of the tablet. The insignia must not exceed 3 ½” x 1” in dimensions.

8. MAUSOLEUM/COLUMBARIUM.

8.1 Certificate and Permit. A proper certificate of death and/or burial permit and/or cremation certificate, and registration with the Company’s office are required, before entombment or inurnment may take place.

8.2 Use of Crypt/Niche. Each crypt/niche is intended for one casket/urn unless otherwise specified, but in cases where, from their size, two caskets/urns can be placed in it, permission to do so must be obtained from Management.

8.3 Written Order Required. No entombment or inurnment shall be made without a written order from the burial rights holder or an authorized representative of the estate if the burial rights holder is deceased.

8.4 Sealing. Crypts/Niches will be opened only by the Company and sealed by it after an entombment or inurnment has been completed.

8.5 Payment. No entombment or inurnment shall be permitted until all payments are made.

8.6 Flowers. Due to possible infestation of insects, natural flowers, in any form of presentation, are not permitted. No artificial flowers will be permitted in anything other than a particular design of vase attached to either a marble or granite crypt or niche cover. Arrangements for such vases and artificial flowers must be made at the cemetery office. Management reserves the right to remove and or dispose of any floral arrangement that
has, in the opinion of management, become unsightly or does not meet with cemetery regulations.

8.7 Heavy Articles. No pedestals, urns, vases or other articles of a heavy or cumbersome character shall be placed in any part of the mausoleum/columbarium.

8.8 Ornamentation. Vases with artificial floral arrangements and framed photographs, both specified by management, can be affixed to marble or granite crypt or niche covers.

A free standing vase with an artificial floral arrangement and/or a free standing framed photograph, all specified by management, can be placed in a glass fronted niche. Arrangements for such must be made at the cemetery office.

8.9 Candles. Electric candles are available for use or purchase. Wax candles, lamps with natural flames and the burning of incense are not permitted.

8.10 Inscriptions. The inscription format on the face of each crypt/ niche must conform to the format specified by Management.

8.11 Urn Type. Urns to be placed in marble or granite fronted niches must be a minimum standard plastic urn and urns to be placed in glass fronted niches must be of decorative design constructed from non-decomposing material. Management reserves the right to refuse inurnment if, in their view, the aforementioned standards are not met or exceeded.

8.12 Glass Fronted Niches. Ornamentation of any kind is prohibited on glass fronted niches. Subject to management approval, ornamentation may be placed in the niche.

9. CREMATORIUM.

9.1 Application for Cremation. Prior to proceeding with any cremation, the approved “Application for Cremation” form and a copy of proper certificate of death, must be delivered to the Company’s office. All fees must be paid in full prior to proceeding with any cremation.

9.2 Time Delay. Cremation cannot proceed until the expiry of a time designated by the Company’s By-laws.

9.3 Delivery of Remains. Remains delivered to the crematorium for cremation must be in a closed casket or container and will be cremated in such casket or container.
This casket or container must be suitable to protect the health and safety of the operators, as well as to properly cover the remains.

**9.4 Metal objects.** To avoid any damage to the cremation units, Management reserves the right to remove and destroy all handles and any other metal or steel objects, form the outside of the caskets delivered for cremation.

**9.5 Casket Construction.** Every casket or container delivered to the crematorium for cremation must be constructed of wood or other suitably combustible materials. Caskets or containers constructed, in part or in whole, of asbestos, bronze, fiberglass, plastic, steel or any other substance, which, in the opinion of Management may impair or cause damage to the cremation unit or cause difficulty in the cremation process are prohibited.

**9.6 Witnessing of Cremations.** Request to witness a cremation must be made to Management prior to the remains being delivered to the crematorium. A time, suitable to the crematorium will be assigned by Management. No more than three persons plus clergy will be admitted to the crematorium, for witnessing. At no time during the charging process shall anyone present, except crematorium personnel, come in contact with the casket. Caskets shall not be opened for family viewing during the cremation witnessing. Those persons permitted to witness a cremation shall follow the instructions given by Management. The cremator unit shall be ignited by crematorium personnel only. Once charging of the casket has occurred, those persons witnessing the cremation must leave the crematorium immediately.

**9.7 Not the Final Disposition.** Cremation is not the final stage in the disposition of human remains. The cemetery offers many choices, such as earth burial or inurnment in outdoor and indoor niches, all of which can be purchased through the Company’s offices.

**9.8 Permanent Arrangements.** Cremated remains will be placed in a sealed container furnished by the Company. Such container may be left at the crematorium for a period of thirty (30) days after cremation. If at the expiry of such period, instructions satisfactory to Management for the disposal of the cremated remains have not been given, the same shall be buried in a designated area in the cemetery set aside for such purpose.

**10. VISITORS.**

Visitors are always welcome at the cemeteries. However, they are asked to show the respect due to the dead. The cemeteries will be open to vehicles and may be visited every day of the year, except Christmas day and New Year’s Day, within the hours set by Management. Pedestrian gates are open every day.
10.1 Order and Decorum. Company personnel are empowered and are required to preserve order and decorum in the cemeteries.

10.2 Parades. No parades other than funeral processions shall be admitted to or organized within the cemeteries.

10.3 Children. Persons not of legal age shall not be admitted to the cemeteries, except in the charge of an adult, who shall be responsible for their good conduct.

10.4 Photographs. Photographs for commercial purposes shall not be taken of any part of the cemetery without the consent of Management.

10.5 Requests for Services. Any request by burial rights holders or visitors should be made at the cemetery office and not to the workmen on the grounds.

10.6 Vehicles. Vehicles within the cemetery shall be driven with due decorum at a moderate speed not exceeding 20 km/ph and shall not leave the paved avenues. Vehicles are not permitted to park or come to a full stop in front of an open grave, unless such vehicle is in attendance at said funeral. Only licensed drivers may operate a vehicle within the cemetery. Proprietors of vehicles shall be responsible for any damage done by them or their drivers.

10.7 Damage to Property. No person shall break or remove any flowers, either wild or cultivated, or any tree, shrub or plant, or write upon, deface or in any way damage any monument, fence or other structure or property belonging to the Company.

10.8 Improper Conduct. Any person disturbing the quiet and good order of a cemetery, crematorium or mausoleum operated by the Company, by noise or other improper conduct, including inappropriate attire, as determined by Management, or by the violation of these rules may be expelled from the grounds and buildings.

10.9 Dogs. Dogs are permitted providing they are kept on a leash under the owner’s control. Dog feces must be immediately cleaned up by the owner.

10.10 Bicycles. Unless operated in a safe and proper manner, neither bicycles nor motorcycles are permitted. Bicycles are not permitted to be ridden anywhere other than on paved roads.

10.11 Entrance to the Cemetery. No person other than those so authorized, shall enter the cemetery except through an established gate and at times designated by Management.
10.12 **Identification.** Management reserves the right to require all persons entering the cemetery to properly identify themselves and state their purpose for visiting the cemetery. Management also reserves the right to refuse entry to anyone who is not a burial rights holder or a relative of a burial rights holder.

10.13 **Violators.** Violators of the rules and regulations of the Company or trespassers on the cemetery grounds or property of the Company, may be ejected there from and prosecuted and held liable under the law for any damages caused by them. Anyone who violates said rules and regulations may be refused admittance to the grounds and property of the Company.
OUR MISSION

In recognition that life and death are inextricably linked,
it is our mission to care for the deceased with dignity
and provide service to the bereaved with sensitivity and compassion.

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