

Rules and Regulations for Lawnwood Memorial Park

These Rules and Regulations are made for the protection of Lawnwood Memorial Park and Memory Chapel Mausoleum (herein together referred to as "Lawnwood," or individually as "cemetery" or "mausoleum"), and the owners of interment rights therein. We make every effort to maintain these grounds in a neat and beautiful manner as a memorial to your loved ones. These are sacred grounds dedicated to the burial of the dead, and we strictly enforce the provisions and penalties of the law, as provided by statute, in the instance of any wanton injury, disturbance and/or disregard of these rules. These Rules and Regulations shall apply jointly to owners in and/or visitors to Lawnwood Memorial Park and Memory Chapel Mausoleum.

Lawnwood's hours are: March through October – 8:00 AM to 8:00 PM / November through February – 8:00 AM to 6:00 PM.

Office hours are: Monday through Friday – 9:00 AM to 5:00 PM; Saturday – By Appointment Only; Sunday – CLOSED.

Lawnwood will not be responsible for the safety of persons who violate these hours.

1. No grave shall be opened upon said property except by Lawnwood personnel or under their supervision.
2. No interments shall be made without provision being made to prevent the surface of the grave from sinking; i.e. by use of a vault (steel, concrete, aluminum, or asphalt). We do not allow the use of plastic, plastic composite, fiberglass, or fiberglass composite vaults.
3. Vaults, as stipulated in Item 2 above, may be purchased from Lawnwood, or if not purchased from Lawnwood, are subject to certain installation restrictions. Any third party vault installers MUST comply with the guidelines set forth below.
4. Only one burial per ground space shall be permitted. However, two cremated remains may be placed in one full size adult grave space.
5. Effective August 21, 2008: One burial and one cremated remains may be allowed only if the cremated remains are interred within an approved cremation canister marker. All cremated remains interred in any space, or placed in any niche must be in an approved cremation urn. Any cremains interred in any section other than Steps through time or any niche wall or columbarium must use an approved outer burial container.
6. Embalming is required for all entombments which are to be placed in any Mausoleum crypt located within Lawnwood Memorial Park.
7. No interment or entombment shall be made in any grave space, niche, or crypt until said grave space, niche, or crypt has been paid for in full. No scattering or committal of any cremated remains may be done without appropriate arrangements being made with Lawnwood to ensure that the cremated remains will be committed in an area designated for that use. The rights of interment, enichement, or entombment are not assignable except by written consent of owner thereof to Lawnwood, and no transfer of title will be recognized until all charges accrued against the grave space or crypt have been paid in full.
8. In order to allow our staff time with their families, Lawnwood is closed on the following holidays: New Year's Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, and Christmas.

9. For services Tuesday through Saturday, Lawnwood requires a signed interment order and all fees are to be paid in full 24 hours in advance. For a Sunday service, we must receive a signed interment order by NOON on Saturday. No services on Sunday are allowed before 1 PM. For burials the day after any of the seven listed holidays, we must receive a signed interment order by noon on the business day prior to the holiday that the service follows. For services on Monday we must receive a signed interment order by NOON on Saturday. In order to provide the best service for all of our client families, we will schedule no more than two (2) services for any one (1) hour period. Services are scheduled in the order in which we receive proper notification. Proper notification consists of the receipt of a signed interment and the arrangement for the payment of all associated fees.

10. No interment or entombment shall be made upon any grave space or crypt without a completed and signed interment order, which must be received no less than 24 hours in advance. Only the lot owner, an immediate relative or legal agent of the lot owner may sign said interment order to authorize burial. No scattering or committal of cremated remains may be done without a completed and signed interment order. No scattering or committal of cremated remains may be done in any area that is not designated a scattering or committal area. Normal interment or inurnment of cremated remains in a special cremation marker may be done in any section, provided the marker conforms to Lawnwood's marker guidelines.

11. No deed shall be issued for a grave space(s) or crypt(s) until charges accrued against the property have been paid in full. In addition, Lawnwood reserves the right to charge a processing fee in the event of a deed transfer. Spaces donated by Lawnwood Memorial Park will be deeded in the name of Lawnwood Memorial Park.

12. No grave mounds or lot enclosures, fences, monumental work, tombstones, wooden, cast iron or concrete benches or chairs, wooden or wire trellises, vaults, memorials or other objects of any kind protruding above the surface of the ground shall be permitted on the grounds.

What can I put on grave spaces, and when should it be removed?

1. The use of wire, iron stands, rocks, concrete containers, or breakable containers causes mowing hazards to visitors, maintenance personnel and machinery, and is strictly prohibited.

2. During the grass cutting season, between March 15th and October 31st of each year, any flowers, or floral arrangements, or any other items must be placed in the permanent vase in the flat bronze marker or in a temporary vase placed on the grave by Lawnwood. Any other type of flower or floral arrangement which cannot be put in these vases is not permitted during this time of year due to safety concerns for our visitors and personnel.

3. No trinkets (small ceramic statuary, beads, crosses, etc.) shall be placed on any grave space or marker since these cause mowing and trimming hazards which may harm visitors, Lawnwood personnel, or machinery. The lot owner agrees to not attempt to establish a shrine to your loved one on or around a grave, inurnment, or crypt.

4. Lawnwood shall at all times have the right to: 1) enter upon any area and remove any monument, effigy, structure, inscription, or other items placed on, upon or near any lot in violation of these rules and regulations, or which shall be determined by the management to be offensive or improper or injurious to the appearance of surrounding lots or grounds. Any items so removed will not be held for reclamation. Any such items will be deemed abandoned and may be disposed of at Lawnwood's discretion by sale, gift or throwing away. Lawnwood shall have no liability for loss or damage to any items placed upon or near a lot in violation of these rules and regulations or removed by Lawnwood under this provision, and Lawnwood shall be entitled to retain any sale proceeds. 2) remove floral arrangements that have become unsightly in the opinion of Lawnwood personnel; 3) grade and improve

all sections of Lawnwood; 4) cut or remove any tree, shrub or plant, which, by means of its roots, branches or otherwise, has become a detriment to another lot or to access to any roadway, or for any other reason said cutting or removal may be deemed necessary in their judgment.

5. The plucking of, or removing of, any plant or flower, either wild or cultivated, is strictly prohibited. Planting, mowing or maintenance of any kind by anyone other than Lawnwood personnel is strictly prohibited.

What is allowed in the Mausoleum?

1. No fresh floral arrangements, water or dirt are allowed inside the Mausoleum. No floral arrangements may be placed on the floor. On those Mausoleum crypt fronts having no vase, Lawnwood management should be contacted regarding attachment of a vase for a floral arrangement. Use of wire, tape or any other material which will fade onto or damage marble is prohibited on crypt. No greeting cards or other matter may be attached in any way to crypt or niche fronts.

2. Assistance will be provided by Lawnwood personnel to anyone wishing to have an arrangement placed in a vase on the higher levels of the Mausoleum.

What is allowed around and on niche fronts of the Columbarium?

1. Columbarium niche fronts are not designed for vases; therefore, vases are not allowed. Nothing, in any way, shall be placed on niche fronts or niche plates, including greeting cards or items attached with wire, tape, or any other material. Items placed on or attached to niche fronts or niche markers will be immediately removed and discarded by Lawnwood personnel. Placement of concrete or bronze vases, flower arrangements, balloons, etc. around the base of the Columbarium structure is not allowed. Any such items shall be immediately removed and discarded by Lawnwood personnel.

a. Steps through Time Cremation Gardens – Section B

1. No items, floral arrangements, or vases may be placed on or around Steps Through Time Cremation Garden spaces, or near, on, or behind the Bible in Section B.

Marker Specifications

1. No grave marker shall be installed upon any grave space unless said grave space has been paid for in full. Graves may be marked with one marker only, and it must be placed at the head of the grave in a space designated for marker placement. Lawnwood reserves the right to adjust any marker placement as necessary and at any time without prior notification of the lot owner, their agents or assigns.

2. Graves in Section A through G, and Sections I and J, may be marked only with a flat bronze tablet or flat bronze grave marker, of the size, type, and material approved by Lawnwood and may be placed at the head of the grave only.

3. Graves in Section H Lots 1-23 may only be marked with Matthew's Bronze American Heritage upright Bronze Memorials. These markers must be of the size, type, and material approved by Lawnwood and may be placed at the head of the grave only. Graves in Section H Lots 23-46 and designated Private Family Estates may be marked with upright granite memorials of the size, type, and material approved by Lawnwood and placed at the head of the grave only.

4. Markers as stipulated in Items 20, 21, and 22 may be purchased from Lawnwood, or if not purchased from Lawnwood, are subject to certain installation restrictions as stipulated in the Marker Installation Guidelines listed below. A 3rd party installation fee will be charged.
5. Mylar balloons will damage bronze markers if allowed to deflate and remain in contact with the marker. Anyone choosing to place a mylar balloon on a grave marked with a bronze marker will do so at their own risk. Lawnwood will not be responsible for damage done to bronze markers by mylar balloons, and will not be responsible for the cost of refinishing or replacing damaged markers. Any mylar balloon that has lost enough inflation to no longer allow it to remain perfectly aloft shall be removed to prevent possible damage to markers.
6. Mowing season lasts from approximately March 15 – October 31 of each year. Certain items can discolor or rub the finish off of markers. Lawnwood is not responsible for damage done to markers by those items. Any items placed on markers outside of the mowing season time frame are the sole responsibility of the family. The items must be removed by the family before mowing season begins, or those items will be immediately removed and discarded by Lawnwood personnel. Items may be placed on grave spaces one day before death or birth dates of persons interred in Lawnwood. Items may remain on the grave up to one day after the birth or death date and will be removed after this 3 day window in accordance with other Rules and Regulations.
7. Our latest service time is 4:00 PM. There is an additional charge of \$100 for services scheduled for 4:00 PM or later. We respectfully request that all families and funeral directors keep this in mind when scheduling afternoon services.
8. Pets are not allowed on cemetery premises. Lawnwood will not be responsible for damage or injury done by free roaming animals to any property or person while on cemetery premises.
9. Lawnwood has and reserves the right to correct any errors made by it in making interments, disinterments, entombments or removals, or in the describing or, transfer of, or conveyance of any property, either by canceling or substituting in lieu thereof other property of equal value and similar location as far as possible, or as selected by Lawnwood in the sole discretion of the cemetery, or by refunding any amount of money paid on account therefore. If said error shall involve the remains of any person interred or entombed in said property, Lawnwood has and reserves the right to remove and re-inter the remains to other property of equal value and similar location as hereinabove stated. Lawnwood shall also have the right to correct any erroneous inscription, incorrect name or date on a grave or crypt marker, and shall not be liable in damages for any error so made.
10. Lawnwood reserves the right, without notice, to modify, suspend or make exceptions to any of the Rules and Regulations when it appears advisable, and such modifications, suspensions or exceptions shall not be construed to in any way change or affect the general application of such. Lawnwood also reserves the right, at any time, without notice, to adopt new Rules and Regulations, or to amend, alter and/or repeal any rule, regulation, article, section, paragraph, and/or sentence set out herein.
11. Notification of any change of address is the responsibility of the property owner. Any notice by Lawnwood to a property owner shall be deemed sufficient and proper legal notification when sent to a property owner at the last address on file in the Lawnwood office.

Benches

1. Benches may be purchased through Lawnwood Memorial Park, but if not purchased from Lawnwood, must conform to the following standards:
 - a. A bench right must be purchased to place the bench upon. A bench right is not a deed-able

space and provides the family only with the ability to place a bench upon an approved space and nothing else. No interments, entombments or inurnments may be placed in, on or around any bench right unless said inurnment is to be securely placed within the bench in an approved cremation type canister or orifice and said orifices are registered and properly documented with the cemetery office.

b. Bench rights must be purchased and paid in full before any bench will be allowed upon it. Once paid in full, the owner of the bench right will receive a Certificate of Bench Right which outlines all of the specifics related to benches, bench placement and bench rules and regulations.

c. In accordance with State Law, a 15% perpetual care fee will be assessed on any bench right purchased.

d. The owner of the bench right is the only person who can authorize the purchase and placement of a bench upon their bench right. For this reason the bench right may only be transferred from one person to another by transference of the Certificate of Bench Right at a cost determined by the current pricing at the time of the transfer OR the owner may release the ability to purchase and place a bench on an owned bench right to another person by signing an authorization form that will be provided within the office. Ultimate approval of the rights to place a bench upon any bench right is left to the discretion of the management and/or ownership of the cemetery at the time of the request.

e. Once a bench has been placed upon a purchased bench right, the cemetery has the right to move, shift or adjust the position of the bench upon the bench rite or to completely move the bench right and bench to another location within certain guidelines outlined in rule 32m below.

f. Only one bench may be placed on any bench right.

g. A foundation is required for all bench placements and will be constructed only by the cemetery. The size of the foundation is determined by multiplying the overall length, width and height (in inches) of the proposed bench and dividing that number in half to reveal the total cubic inches of the foundation. A foundation fee is payable to the cemetery, before installation of any bench, at a rate determined within the current price list of the cemetery at the time of the bench placement. This foundation fee covers the construction of a sound foundation for the bench to be placed on.

h. Benches to be placed upon purchased bench rights must be constructed of EGA certified granite only and must bear the EGA Certification Stamp. Utility benches or benches purchased and placed in general areas of the cemetery by the management and/or ownership of the cemetery can be constructed of any material determined acceptable by the management and/or ownership of the cemetery.

i. Benches may be purchased from the cemetery or another third party vendor. However, benches purchased from a third party vendor are governed by the current rules and regulations of the cemetery as well as any approved addendums to include these Bench Rules and Regulations and the third party purchase and installation guidelines.

2. Beginning October 8, 2008 any regular unused grave space may be purchased and used for a bench right. In this type of situation the cost of the space will be the bench right fee associated with that particular space.

3. In addition to using unused grave spaces as bench rights there will be designated areas within the cemetery which will exclusively be bench right locations. These areas, as determined by the management and/or ownership of the cemetery, have an associated fee that is outlined in the current

price list of the cemetery.

4. If the bench to be placed will be constructed to contain cremated remains for a specific family the office should be notified of the exact dimensions and number of cremated remains orifices contained within it. This will facilitate the necessary record keeping required by the Secretary of State.

5. Benches placed that will contain cremated remains will not be subject to rule 32e and must remain in their initial installed location.

6. Once installed these benches become niche units and are subject to certain opening and closing fees, service fees and setup fees as determined at the time of each cremated remains inurnment.

7. Benches which must be moved:

- a. Will only be moved to facilitate development OR
- b. To rectify any safety hazard as determined by the management or owner; AND
- c. Will only be moved to the nearest available bench right, AND

8. Every effort will be taken to ensure that the bench remains as close as possible to its original location.

9. Benches may not exceed an overall size of 5'2" x 1'4", but in all cases, must be appropriately sized for the bench right purchased.

10. Benches not purchased from Lawnwood will not be installed by Lawnwood, but all bench installers must comply with our Guidelines for Third Party Installers and are subject to Installation Supervision fees.

Guidelines for Items Purchased from Third Party Vendors

1. A completed application will be required before any item purchased from any location other than Lawnwood Memorial Park will be considered for installation. This application is to determine the purchased items compliance with the Rules and Regulations of Lawnwood Memorial Park.

2. Bronze Marker Requirements:

- a. Flat Bronze on granite or marble base. Granite or marble base must be a minimum of 3½ inches in thickness.

3. For markers to be placed in the "Garden of Hope" Lots 1 - 23, they must be Matthews American Heritage Upright Bronze Memorials ONLY. These memorials must be placed on a foundation of adequate size determined and constructed by Lawnwood.

4. All markers must be approved by Lawnwood Memorial Park to ensure they meet the guidelines set forth in the Rules and Regulations. Lawnwood Memorial Park assumes no liability for markers purchased that are disallowed under this section because prior approval was not granted.

5. Marker Installation Requirements:

- a. Any marker, no matter where it was purchased, can be installed by Lawnwood Memorial Park for the following fees:

1. If the marker is delivered to Lawnwood Memorial Park already assembled, there will

be a fee of \$.20 per square inch of the granite base for the Installation of the Marker.

2. If the marker is delivered to Lawnwood Memorial Park unassembled, there will be a \$100 fee for the assembly of the marker.

- b. Only one marker is allowed per grave space and may only be placed at the head of the grave.
- c. No marker will be allowed to be installed on any grave space that has not been paid for in full.
- d. Lawnwood Memorial Park will check with the lot owner to ensure that the applicant has the authority to purchase and have installed a marker on their lot.
- e. For markers that are to be installed by someone other than Lawnwood Memorial Park:

1. Any third party installer that wishes to install markers in Lawnwood Memorial Park must be registered with the Georgia Secretary of State's Office pursuant to Section 1 of Title 10, Chapter 14, "The Georgia Cemetery and Funeral Services Act of 2000". The third party installer must be able to provide proof of this registration to Lawnwood Memorial Park as well as proof of a \$10,000 performance bond for Lawnwood Memorial Park or a \$25,000 bond for the business AND proof of appropriate liability insurance. No installers will be allowed that are not registered and can provide proof as described above. No exceptions.

2. A \$100 Supervision fee will be charged for any marker installed by a third party.

3. All markers must be set in the exact location sited by Lawnwood Memorial Park with variation of less than 1 inch in any direction.

4. Flat bronze markers must be set so that a wooden guide, placed across the highest surface of the marker, will lie flat on the ground to either side of the marker. The granite base for a bronze marker must be set on firm, undisturbed earth, and the vase hold should be just large enough to accommodate the vase assembly.

5. For upright bronze and upright granite memorials, the base of the memorial should be set on the foundation established by Lawnwood Memorial Park.

6. No vehicles or motorized equipment, other than those owned and operated by Lawnwood Memorial Park will be operated off of any roadway within Lawnwood Memorial Park.

7. All installations by third parties must be approved by application and scheduled at least three business days prior to the desired installation date. The Supervision fee must accompany the completed application or it will not be scheduled. No third party marker installations will be allowed after 12 noon due to scheduling of services. No installations will be set for any day other than Monday through Friday. Funerals take priority over marker installations, so marker installs may be bumped. If your installation time is bumped, you will be notified by close of business the day prior to your scheduled installation day.

8. Lawnwood Memorial Park assumes no responsibility for improperly installed markers. Also, Lawnwood Memorial Park in no way warrants the quality of a marker purchased from a third party vendor. It is the purchaser's responsibility to know the warranty information on the marker they purchase. The purchaser is also responsible for ensuring that the third party vendor knows that Lawnwood Memorial Park has stringent installation guidelines that they must follow.

9. If Lawnwood Memorial Park has to uninstall a marker for it to be sent back to a third

party vendor or to the original manufacturer there will be a \$100 charge for the uninstallation payable before the marker is uninstalled. If Lawnwood Memorial Park has to ship the marker back to the original manufacturer the shipping will need to be paid by the marker owner before shipping will occur otherwise it will be the marker owner's responsibility to have the marker picked up and shipped.

10. A copy of the manufacturer's acknowledgement must accompany any application for installation of a marker purchased from a third party supplier. This should show the general layout of the marker, the size, design, and style of the marker, as well as the manufacturer's name, address and phone number. This is vitally important in the instance the third party vendor the marker was initially purchased from goes out of business and there is a need to order scrolls or have the marker repaired in any way.

11. If scrolls are not on the marker when it is purchased, it is the marker owner's responsibility to have the scrolls ordered for the marker when they are needed. If Lawnwood has to order the scrolls there will be charge for the scroll based on the current costs from that manufacturer at the time the scroll is ordered. This amount is payable before the scroll will be ordered by Lawnwood.

6. Bench Requirements:

a. All Benches whether purchased from Lawnwood Memorial Park or a Third Party Vendor must be constructed completely of EGA certified granite and must bear the EGA Certification Stamp.

b. The size and style of any bench being placed in Lawnwood Memorial Park must be approved by Lawnwood Memorial Park before installation to ensure it is in compliance with the architecture and design of the area into which it will be placed. Lawnwood Memorial Park assumes no liability for benches purchased that are disallowed under this section because prior approval was not granted.

c. Benches may only be placed in predetermined areas called Bench Rights or as otherwise delineated within rule 32 above. No bench will be placed in any bench right until all fees and bench right charges have been paid for in full.

d. Lawnwood Memorial Park does NOT install benches purchased from third party vendors.

e. Any third party installer that wishes to install benches in Lawnwood Memorial Park must be registered with the Georgia Secretary of State's Office pursuant to Section 1 of Title 10, Chapter 14, "The Georgia Cemetery and Funeral Services Act of 2000". The third party installer must be able to provide proof of this registration to Lawnwood Memorial Park as well as proof of a \$10,000 performance bond for Lawnwood Memorial Park or a \$25,000 bond for the business AND proof of appropriate liability insurance. No installers will be allowed that are not registered and can provide proof as described above. No exceptions.

f. A \$100 supervision fee will be charged for all bench installations. This is to ensure that the bench is placed in accordance with Lawnwood Memorial Park guidelines.

g. All benches must be set on a foundation that is of adequate size to properly support the bench. Lawnwood Memorial Park will determine the necessary foundation size and will construct the foundation as outlined in rule 32 above..

h. All installations by third parties must be approved by application and scheduled at least three business days prior to the desired installation date. The Supervision fee and foundation fee must accompany the completed application or it will not be scheduled. No third party bench

installations will be allowed after 12 noon due to scheduling of services. No installations will be set for any day other than Monday through Friday. Funerals and markers take priority over bench installations, so bench installs may be bumped. If your installation time is bumped, you will be notified by close of business the day prior to your scheduled installation day.

i. A copy of the manufacturer's acknowledgement must accompany any application for installation of a bench purchased from a third party supplier. This should show the size, design, and style of the bench, as well as the manufacturer's name, address and phone number. All benches must be constructed of EGA certified granite which bears the EGA Certification Stamp.

j. Lawnwood Memorial Park assumes no responsibility for improperly installed benches. Also, Lawnwood Memorial Park in no way warrants the quality of a bench purchased from a third party vendor. It is the purchaser's responsibility to know the warranty information on the bench they purchase. The purchaser is also responsible for ensuring that the third party vendor knows that Lawnwood Memorial Park has stringent installation guidelines that they must follow.

k. In the event the applicant for installation of a bench is not the bench right owner, Lawnwood Memorial Park will check with the bench right owner to ensure that the applicant has the authority to purchase and have installed a bench on their bench right.

l. All benches installed by third party vendors must conform to the guidelines set forth in Lawnwood Memorial Park's Rules and Regulations. Lawnwood Memorial Park is not responsible for any additional costs or hardships caused by the purchase of a non-conforming bench.

7. Granite Memorial Requirements: *Granite memorials are only allowed on Private Family Estate Lots and within the "Garden of Hope" Lots 24 – 46 ONLY.*

a. All Granite memorials must be constructed of EGA certified granite and must bear the EGA certification stamp.

b. Granite memorials must adhere to the following size limitations:

c. Companion granite memorials may not exceed

d. Individual granite memorials may not exceed

e. All markers must be approved by Lawnwood Memorial Park to ensure they meet the guidelines set forth in the Rules and Regulations. Lawnwood Memorial Park assumes no liability for markers purchased that are disallowed under this section because prior approval was not granted.

f. Marker Installation Requirements:

1. Lawnwood will not install upright granite memorials purchased from third party suppliers. However, Lawnwood requires that it constructs the foundation for all upright marker installs at a fee delineated within the current price list at the time of installation.

2. For markers that are to be installed by someone other than Lawnwood Memorial Park:

3. Any third party installer that wishes to install markers in Lawnwood Memorial Park must be registered with the Georgia Secretary of State's Office pursuant to Section 1 of Title 10, Chapter 14, "The Georgia Cemetery and Funeral Services Act of 2000". The third party installer must be able to provide proof of this registration to Lawnwood Memorial Park as well as proof of a \$10,000 performance bond for Lawnwood Memorial

Park or a \$25,000 bond for the business AND proof of appropriate liability insurance. No installers will be allowed that are not registered as described above. No exceptions.

4. A \$100 Supervision fee will be charged for any marker installed by a third party.

5. For upright granite memorials, they should be placed firmly upon the foundation constructed by Lawnwood.

6. All installations by third parties must be approved by application and scheduled at least five business days prior to the desired installation date. The Supervision fee and foundation fee must accompany the completed application or it will not be scheduled. No third party marker installations will be allowed after 12 noon due to scheduling of services. No installations will be set for any day other than Monday through Friday. Funerals take priority over marker installations, so marker installs may be bumped. If your installation time is bumped, you will be notified by close of business the day prior to your scheduled installation day.

7. Lawnwood Memorial Park assumes no responsibility for improperly installed markers. Also, Lawnwood Memorial Park in no way warrants the quality of a marker purchased from a third party vendor. It is the purchaser's responsibility to know the warranty information on the marker they purchase. The purchaser is also responsible for ensuring that the third party vendor knows that Lawnwood Memorial Park has stringent installation guidelines that they must follow.

8. If a marker must be returned to the third party vendor or to the original manufacturer there will be a \$100 charge for the supervision of the un-installation payable before the marker is uninstalled. Lawnwood will not uninstall the marker and all un-installations must be scheduled in the same manner as installations.

9. A copy of the manufacturer's acknowledgement must accompany any application for installation of a marker purchased from a third party supplier. This should show the general layout of the marker, the size, design, and style of the marker, as well as the manufacturer's name, address and phone number. This is vitally important in the instance the third party vendor the marker was initially purchased from goes out of business and there is a need to order scrolls or have the marker repaired in any way.

10. If complete dates are not on the marker when it is purchased, it is the marker owner's responsibility to request that Lawnwood have those dates completed when they are needed. There will be a charge for the completion of dates that is payable before the dates will be completed.

8. No vehicles or motorized equipment, other than those owned and operated by Lawnwood Memorial Park will be operated off of any roadway within Lawnwood Memorial Park.

9. Lawnwood Memorial Park reserves the right to modify, as necessary and without notice, these guidelines for items purchased from third party suppliers.

10. If any of the above described items do not meet the standards of Lawnwood Memorial Park, or if we, through contact with the lot owner, find that the person purchasing the item(s) does not have permission to install this marker or bench for the deceased, you will be notified why the described item(s) is not approved within 10 business days of our receipt of this form in our office. No item will be installed until this completed form is received and approved by our office, and all applicable fees are paid.

11. In the instance a third party installer causes any damage to Lawnwood property or to the property of

any Lawnwood lot owner, this damage will be pointed out to the installers and an itemization of the damage will be presented to the installer before they leave the property. The third party installer will be invoiced within 10 business days for the costs related to said repairs and payment is expected for those repairs within 10 business days of the receipt of the invoice.

12. If any item is purchased from any vendor and placed without prior approval or without following the proper procedures, Lawnwood Memorial Park reserves the right to remove said item and invoice the lot owner or bench right owner for any costs related to the removal and for any costs in fixing the damage caused by the improper installation of the item.