

## ***Catholic Cemeteries - Stainless Steel Portrait Agreement (Flush Markers)***

*Burial space placement is available for most cemetery flush markers.*

***Prior to accepting an order, the cemetery staff must inspect the memorial and measure for fit.***

***Unless directed otherwise, the maximum size permitted as allowed by monument design and program content.***

- Delete background and replace with a color to best suit the individual in the portrait*
- Leave background as is (neutral only);*

*Note: If you hand this form to a member of the cemetery's memorial department it is deemed complete and final. Changes will not be permitted. Nothing can be added to the order.*

It is agreed that Catholic Cemeteries will supply and install the stainless steel portrait to be placed on the below referenced cemetery flush marker (as specified in the cemetery monument rules and regulations and where permitted). Installation schedule may be delayed during periods of inclement weather.

The cemetery will not be responsible to repair or replace a stainless steel portrait or cover damaged, lost, stolen or vandalized at the burial space. Your stainless steel portrait and its cover is guaranteed not to fade for 10 years from the purchase date.

**Cancelled orders** are subject to the following fees subtracted from any applicable written request for a refund:

- 1) \$50 cancellation fee is collected for costs of record cancellation, check refund, and photograph return;
- 2) Orders placed with the manufacturer can be cancelled with no installation. Photograph and the stainless steel portrait will be delivered to the purchaser. No purchase money will be refunded. At the cemetery's discretion, a refund for the cover may be completed less an administrative fee.

*Although we all wish to see our loved ones as we knew them, the cemetery will not permit a portrait to be placed on the cemetery flush marker containing: an unkempt appearance or informal clothing is prohibited. Photos are limited to a bust or half figure as the portrait to be placed. The cemetery management will be the sole judge of appropriateness at the cemetery's own discretion.*

In most cases, where approved, the stainless steel portrait will be installed to in 1 of 4 methods described below:

| <b>Item</b> | <b>Description</b>   | <b>Placement</b>  | <b>Cover Size</b>         | <b>Portrait Size</b> | <b>Maximum Quantity Permitted</b>  |
|-------------|--|---|---------------------------|----------------------|--|
| M2          | Below the titled surname(s)  | 1 inch from the edge of monument (sides)                        | Permitted without cover   | 1.18" x 1.57"        | Two only<br><input type="checkbox"/> Left <input type="checkbox"/> Right   |
| M3          | Above to the Left and Right (never centered) of the titled surname(s) or below to the left and Right of the titled surname | 1 inch from the edge of monument (sides)                        | 4 3/8" x 6 1/4" x 11/16"  | 3 1/4" x 4"          | Two only<br><input type="checkbox"/> Left <input type="checkbox"/> Right<br><input type="checkbox"/> Above <input type="checkbox"/> Below                                      |
| M4          | Inscriptions appearing as one line (name and dates)  | Next to or Above: to the left or right of the deceased's dates* | 3 7/8" x 5 3/4" x 11/16"  | 2 13/16" x 3 9/16"   | One per name (cannot appear in portrait above)<br><input type="checkbox"/> Left <input type="checkbox"/> Right<br><input type="checkbox"/> Next <input type="checkbox"/> Above |
| M5          | Inscriptions appearing as two lines (names then dates)   | Centered between the dates **                                   | 3 1/2" x 5 5/16" x 11/16" | 2 3/8" x 3 1/8"      | One per name (cannot appear in portrait above)<br><input type="checkbox"/> Between Dates   |

**Pre-need placement will require prior completion of owner/survivor designation affidavit form.**

*Note: 1) The cemetery's responsibility to repair and/or replace stainless steel portraits or covers shall be subject to limitations expressed in the published Monument and the General Rules and Regulation documents of the cemetery. 2) The cemetery reserves the right to remove any photographic images of any type not permitted under this program or if installed without permission. No notice will be given. 3) Permitted images incorrectly or improperly installed with regard to fabrication material, installation process, or placement other than permitted and specified will be removed from the burial place. No notice will be given. 4) Nothing shall be affixed or attached to the stainless steel portrait or cover. 5) Orders placed may take 6 to 8 weeks to install (weather permitting).*

*For gravesite lot owners your local monument dealers can provide you with this same program at their own prices.*

*For those making a purchase directly from Catholic Cemeteries we say -- Thank you for your continued financial support and investment into the cemetery's funds of the overall care of these sacred and special burial grounds.*

***Revised April 1, 2016***

**STAINLESS STEEL PORTRAIT PURCHASE & PLACEMENT FORM (FLUSH MARKERS)**

NAME ON CERTIFICATE (OWNER) : \_\_\_\_\_

ORDERED BY (YOUR NAME) : \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL: \_\_\_\_\_

NAME OF DECEASED: \_\_\_\_\_

|  |               |   |
|--|---------------|---|
| NAME OF CEMETERY: _____  |               |   |
| SECTION : _____  | RANGE : _____ | LOT : _____   |
| <p><u>Note:</u> Monument dealers and portrait for cemetery monuments, please use another form:<br/> <b>Stainless Steel (required). Oval Shape (required) Positioning Vertical (required) Bronze Cover (required)</b></p> |               |   |
| <p align="center"><b>Choose finish:</b></p> <p><input type="checkbox"/> Color</p> <p><input type="checkbox"/> Black and White</p> <p><input type="checkbox"/> Sepia</p>  |               | <p><input type="checkbox"/> Change Attire</p> <p><input type="checkbox"/> Change Background<br/><i>(see back of form)</i></p> <p><input type="checkbox"/> Combine/Separate<br/>Images</p> |

**PHOTOGRAPH** Enclose a GOOD, CLEAR, STUDIO PORTRAIT OR PASSPORT PICTURE EITHER BLACK & WHITE OR COLOR. BE EXACT IN YOUR SIZE & FINISH. PLEASE, NO PHOTOGRAPH LARGER THAN 5" x 7" (Note: Color Stainless Steel Portraits can be reproduced from your Black & White Photograph. For an additional fee and added production time technology will permit removing other persons from the photograph or placing your loved one in a change of attire acceptable for display. Digital Images and /or photocopies will not be accepted. Photo must be removed from frame or housing casing before delivery to the cemetery. When mailing, place photo between two pieces of cardboard and tape cardboard edges.

**LIMITATION ON REPLACEMENT** In the unlikely event that there is either damage or loss to the supplied photo, Catholic Cemeteries liability is limited to the cost of a replacement print from a supplied negative. ***You can now email the image (jpg or jpeg at 300 DPI) to [portraits@holyroodcemetery.org](mailto:portraits@holyroodcemetery.org). You must include the deceased name and the lot location as recorded in cemetery records.***

|   |                          |              |  |             |
|---|--------------------------|--------------|--|-------------|
| <p><i>See Chart –<br/>Prices subject<br/>to change<br/>without notice</i></p>               | APPLICATION FEE \$ _____ |              |  |             |
|   | PORTRAIT# M2\$ _____     | M3 \$ _____  | M4 \$ _____  | M5 \$ _____ |
|   | + COVER # M2-C\$ _____   | M3-C\$ _____ | M4-C \$ _____  | M5-CS _____ |
|   | TOTAL \$ _____           |              | Payment by: <input type="checkbox"/> Cash <input type="checkbox"/> Check |             |
| (VISA/MASTERCARD/ALL BANK DEBIT CARDS) IN OFFICE ONLY: <input type="checkbox"/> Credit Card |                          |              |  |             |

**We cannot guarantee identical color reproduction of the original because of the ink used in the porcelain process.**

**By my signature, I acknowledge that I have read the agreement on the front of this application and understand its contents. I agree to follow all cemetery rules and regulations set forth by this agreement.**

Date: \_\_\_\_\_ Signature: **X**  
(If not signature of original owner, certificate of right of [burial/inurnment](#) must be presented)

Make checks payable to **CATHOLIC CEMETERIES** and **MAIL or BRING TO APPLICABLE CEMETERY:**

|  |   |  |
|--|---|--|
| <p><b>HOLY ROOD CEMETERY</b><br/>                 PO BOX 182<br/>                 WESTBURY NY 11590-0182<br/>                 Tel.: 516-334-7990</p> | <p><b>HOLY SEPULCHRE CEMETERY</b><br/>                 3442 ROUTE 112<br/>                 CORAM NY 11727<br/>                 Tel.: 631-732-3460</p> | <p><b>QUEEN OF ALL SAINTS CEMETERY</b><br/>                 115 WHEELER ROAD<br/>                 CENTRAL ISLIP NY 11722<br/>                 Tel.: 631-234-8297</p> |
|--|---|--|

1. Complete this Form; 2. Include Payment and Original Photograph;
3. If this form is **not signed by the original owner**, the certificate of right of [burial/inurnment](#) must be presented at cemetery office

**Revised April 1, 2016**

|  |                       |
|--|-----------------------|
| OFFICE USE <i>(initial when completed)</i> |                       |
| Certificate presented _____                | Photo Included: _____ |
| Plot card checked/checked _____            | Deposit date: _____   |