



## Catholic Cemeteries of the Roman Catholic Diocese of Rockville Centre, Inc.

### Checklist of Items to be Presented at Cemetery Office on Day of Committal Service

**Original Cemetery Certificate (Deed) --OR-- Signed & Notarized Permit to Open Affidavit**

- Photocopies of certificate **not acceptable**
- If original certificate is not available, cemetery will provide a Permit to Open affidavit which must be signed and notarized

**Original Cremation Certificate**

- Certificate usually comes in the box with the cremated remains from the crematory

**Signed & Notarized Committal Letter**

- Affidavit provided by cemetery, to be completed by the current certificate holder or next of kin

**Payment for all cemetery fees**

- Credit/Debit Card (MasterCard, Visa, Discover) or certified/bank check
- American Express and personal checks are **not accepted**

**Cremated Remains in Appropriate Urn**

- **Niches:** Review the regulations for your niche type which are specified in the printed rules signed at the time of purchase
- **Plots:** Urns are placed in a vault prior to burial. Maximum urn size should not exceed **12.5" Long x 6" High x 7.5" Wide**
- The standard container from crematory meets requirements **unless** remains are being inurned in a glass niche.

**Priest Lines Certificate (when required)**

- Document from parish church or hospital chaplain confirming decedent's eligibility for burial in a Catholic cemetery
- Certificate is required in the following scenarios:
  - Funeral liturgy was not held in a parish church
  - Funeral liturgy took place outside of the New York metropolitan dioceses