

**ST. JOSEPH CATHOLIC CHURCH**  
NORRIS, TENNESSEE  
COLUMBARIUM POLICIES AND REGULATIONS

1. All past and present members of St. Joseph Catholic Church, Norris, Tennessee and St. Therese Catholic Church, Clinton Tennessee, including family members, are eligible to subscribe to a columbarium niche. All other inurnment requests should be sent in written form to the St. Joseph Inurnment Board hereafter called The Board.
2. The use of a niche shall be limited to the inurnment of the cremated remains of one or two persons designated in writing by the subscriber. All memorial nameplates will be of the same design and lettering format, as approved by The Board, and must be obtained from an approved provider. Memorial nameplates will list only a surname and the individual name(s), year(s) of birth and year(s) of death.
3. If a subscriber decides that a niche is no longer desired or needed, a written request for refund must be sent to The Board, which will be solely responsible for resale of the niche and will issue a refund of the original purchase price less the cost of the nameplate if it was ordered and installed. Cremated remains may be removed from the columbarium upon written request by the surviving spouse or next of kin and with approval of The Board. Removal expense is the responsibility of the person(s) making the request. A refund of the original purchase price will be issued when funds are available as determined by the Board. The costs of the memorial nameplate and the urn containing the cremated remains are non-refundable.
4. All costs, including but not limited to, cremation, funeral home expenses and inurnment will be the responsibility of the subscriber or the subscriber's estate representative.
5. It is the responsibility of the subscriber or estate representative to arrange for the deposit of the ashes in the urn supplied. All cremated remains must be placed in assigned niches since spreading of ashes on church property is not permitted.
6. The assignment of niches will be the sole responsibility of The Board with due regard to the wishes of the subscriber. It should be noted that a subscriber acquires no property rights to a niche. A niche cannot be assigned, sold, transferred, or inherited. The Board will have discretion as to the disposition of any niche.

7. In order to assure a well maintained and dignified environment for the deceased and their families and friends, flowers, potted plants, or other decorations will be not be permitted unless they are a part of the permanent landscaping approved by The Board. It is suggested that in lieu of flowers donations be made to enhance and maintain the permanent landscaping of the columbarium/memorial gardens.
  
8. Applications will be reviewed by The Board. Niches will be selected or assigned (with payment) on a first come first served basis. The cost of a columbarium niche is \$2,2000.00 (two thousand two hundred dollars) and includes nameplate and two urns. Prices are subject to change but will have no retroactive effect. Upon acceptance, the applicant will receive a signed acknowledgement from The Board identifying the assigned niche. **Checks should be made payable to St. Joseph Catholic Church, Norris.**
  
9. All subscribers will be subject to these regulations and any future amendments by the Board. The Board has the sole power to resolve any requests, questions, issues or disputes that may arise concerning the administration of the columbarium.
  
10. This document, signed below by the subscriber(s) and the St. Joseph Subscription Chairperson will constitute the agreement indicating an understanding and acceptance of the St. Joseph Catholic Church, Norris, Tennessee; Columbarium Policies and Regulations.

Subscriber Signature	Date
Subscriber Signature	Date
Subscription Manager Signature	Date