

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

APPLICATION
For the Purchase of Inurnment Rights in the MVPC Columbarium

Date: _____, 20__

The Inurnment Rights for a niche with one (1) urn is \$2,500.00. The Inurnment Rights for a niche with two (2) urns is \$3,000.00.

I hereby make application for the Inurnment Rights of cremated remains in the Columbarium of Mount Vernon Presbyterian Church, and attach payment in the amount of \$_____ in confirmation thereof.

Name: _____

Address: _____

Full name of person(s) for whom niche is presently intended [must be a present or former member of Mount Vernon Presbyterian Church, or the member's spouse, children, grandchildren (and their spouses), parents and/or grandparents.] It is understood that this designation may be changed to another family member that meets this criteria with written notification to MVPC.

Name: _____

Relationship to Applicant: _____

Name: _____

Relationship to Applicant: _____

Location number of niche applied for in order of preference:
(See Columbarium Niche Reservation Chart)

(1) _____ (2) _____ (3) _____

I designate as my successor(s), with authority to exercise my rights and carrying out my wishes with respect to the Columbarium in the event of my prior demise:

Name: _____ Phone # _____

Address: _____

Name: _____ Phone # _____

Address: _____

(In the event, however, that a legal heir or heirs other than the above named successor(s) is established by due process of law to the satisfaction of the Church or due to events unforeseen, Applicant hereby agrees that MVPC shall recognize such person or persons other than the above named to be the successor. Applicant agrees that no liability or claim by reason of this recognition thereof shall be asserted against Mount Vernon Presbyterian Church, its Pastor, Officers, and Session, or the Committee of said church.)

By execution of this application, the Applicant agrees that the Columbarium Rules and Regulations governing operation of the Columbarium as now existing or which may from time to time be adjusted by the Church are a part of this application for all purposes as if they appeared herein word for word, and the Applicant hereby acknowledges receipt of a copy of the current such existing Rules and Regulations. Applicant also acknowledges receipt and acceptance of the terms of the MVPC Columbarium Checklist.

Signature of Applicant

Date

Approval of Qualification for Inurnment Rights

Date

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

COLUMBARIUM RULES AND REGULATIONS
For the Purchase of Inurnment Rights in the MVPC Columbarium

I. DEFINITIONS

- A. **Church:** The word "Church" as used herein shall refer to Mount Vernon Presbyterian Church in Sandy Springs, GA (hereafter referred to as MVPC).
- B. **Columbarium:** The term "Columbarium" as used herein shall refer to the MVPC Columbarium and specifically refers to the structure containing niches for the inurnment of cremated human remains.
- C. **Columbarium Committee:** The Columbarium Committee shall consist of at least three members appointed by Session. Each member shall serve a term of up to three years with the Session replacing a member each year or upon any vacancy. The Columbarium Committee shall appoint its chair.
- D. **Columbarium Courtyard:** The areas immediately adjacent to the MVPC Columbarium walls.
- E. **Committee:** As used herein, "Committee" shall refer to the Columbarium Committee of Mount Vernon Presbyterian Church.
- F. **Inurnment:** The placement of cremated remains in their final resting place.
- G. **Inurnment Rights:** As used herein, "Inurnment Rights" shall refer to a personal contractual right for the inurnment of cremated remains in the MVPC Columbarium.
- H. **Niche:** One of the rectangular spaces in a permanent, specially constructed framework/cabinet, in which cremated human remains are placed within an urn. The interior dimensions of each niche are 8-1/2" wide, 7-5/8" high and 11-3/4" deep. Each niche will hold one (1) or two (2) urns.
- I. **Perpetual Care Fund:** Funds from the purchase of Inurnment Rights in excess of initial construction costs and associated expenses shall be maintained by the Church as a perpetual care fund for the upkeep of the MVPC Columbarium, including routine maintenance; inscription of faceplates and related engraving costs; inurnment service and installation of engraved faceplates following inurnment; insurance as required; future additions, modifications, or repairs; and other uses at the discretion of the Church.

Initial_____

J. **Superintendence of Property:** The MVPC Columbarium shall be under the direction and supervision of the Church.

K. **Urn:** The receptacle that holds or will hold the cremated remains within the niche. The standard urn is included in the purchase price of inurnment rights. The outside dimensions of the urns for the MVPC Columbarium are 7" wide, 5-1/2" deep, and 5-1/2" high.

II. GENERAL SUPERVISION OF COLUMBARIUM

A. **General Planning:** The Columbarium is a part of Mount Vernon Presbyterian Church which operates under the direction of the Pastor and Session. They, in turn, have delegated some of their powers to the Committee with respect to operation of the MVPC Columbarium. The Committee is authorized to provide a set of rules and regulations for the operation of the MVPC Columbarium and to recommend any changes that may be required from time to time in such rules and regulations. Subsequent changes recommended by the Committee shall become effective when approved by Session.

III. INURNMENTS

A. **Nature of Rights Conveyed:** The Right to Inurnment in the MVPC Columbarium is a personal contractual right. It shall be deemed for all purposes as an interest in personal property and not as an interest in real property. The Columbarium and all niches are and shall remain property of Mount Vernon Presbyterian Church.

B. **Subject to Laws:** Besides being subject to these rules and regulations, all inurnments, disinurnments, and removals are subject to all applicable orders, regulations, and laws.

C. **Eligibility:** Inurnment in the MVPC Columbarium will be available to any current or former member of Mount Vernon Presbyterian Church, or the member's spouse, children, grandchildren (and their spouses), parents, and/or grandparents. Other family members of a MVPC member and the community at large may apply for Inurnment Rights. Each application shall be considered on an individual basis.

D. **Arrangements for Inurnment:** The pastoral staff shall have complete authority for all services of committal. Sufficient and proper notices of intended inurnment shall be given to the Church. Only such services as the pastor may conduct or give his permission for may be performed as part of the inurnment.

E. **Opening of Niche:** Mount Vernon Presbyterian Church reserves the right to refuse the opening of any niche for any purpose other than for inurnment, except upon written request of the inurnment rights owner of record, or the heir, devisee, executor, or administrator for the owner, and submitted to the Church.

Initial_____

F. Identity of Cremated Remains: Mount Vernon Presbyterian Church shall not be responsible for the identity of the person whose cremated remains are sought to be inurned.

G. Two Remains per Niche: No more than two human cremated remains shall be inurned in each niche.

H. Inurnment Rights for Remuneration: Niche users shall not be permitted to allow inurnments to be made in their niches for remuneration.

I. Inurnments: Except as otherwise approved MVPC due to special circumstances, inurnments shall be made in an urn supplied by the Church as a part of the purchase price of Inurnment Rights. Delivery of cremated remains to MVPC shall be arranged by the owner's heir, executor, or administrator. Cremation costs, transfer of remains, and/or other off-premises expenses prior to inurnment are not included in the purchase price of inurnment rights.

IV. DISINURNMENTS AND REMOVALS

A. Removal for Profit Prohibited: Removal by the heirs or successors in interest of cremated remains so that the niche Inurnment Rights may be sold or any removal contrary to the express or implied wish of the original certificate holder shall not be permitted.

V. TRANSFERS OR ASSIGNMENTS

A. Consent of Transfer: No transfer or assignment of inurnment rights in any niche shall be valid, except to the owner's immediate family members [i.e., the MVPC member's spouse, children, grandchildren (and their spouses), parents, and/or grandparents].

B. Repurchase of Inurnment Rights: Upon written request to MVPC by the owner of record, or the heir, executor, or administrator, the Church will refund the original purchase price of the niche as timing and funding permits.

VI. FLOWERS, ORNAMENTS, or DECORATIONS

A. Floral Regulations: The only flowers or plants that may be placed in the MVPC Columbarium area at any time shall be those as directed by the Church.

B. Prohibited Ornaments: The placing of potted plants or flowers, boxes, cans, shells, toys, wreaths, metal designs, ornaments, signs, cards, furniture, cases, pictures, artificial flowers, flags, or any other such article, emblem, or ornament shall not be permitted in, on, or near the MVPC Columbarium. If so placed, MVPC reserves the right to have same removed and disposed of without notice or liability to the owner of such items.

Initial_____

VII. INSCRIPTIONS

A. Uniformity of Engraving: The engraving upon each niche faceplate shall be of uniform size and style. The purchase price of Inurnment Rights shall include the cost of such engraving. Size of inscription may vary slightly as necessary.

B. Faceplate Format: Inscriptions for one-urn niches will be centered on the faceplate with the bottom of the name line aligning with the horizontal center line of the face plate. Inscriptions for two-urn niches will occupy upper and lower faceplate locations. The bottom of the text of the upper name line will be 2-3/4" below the top of the faceplate. The bottom of the text of the lower name line will be 2-1/2" above the bottom of the faceplate.

C. Text: The person's name may consist of a maximum of two lines. The top line shall be for the name and shall be at a text height of 7/16". The name line may be restricted to a maximum number of 28-30 characters including spaces or may require reduction of text height. The second line is optional, but if so desired, shall be used for titles and degrees and will be at a text height of 6/16". The date of birth and the date of death shall be on the lowest line and shall be at a text height of 5/16".

D. Correctness of Inscription: A Niche Faceplate Inscription form shall be provided by MVPC and shall be printed in ink and signed by the person or persons entitled to do so. Arrangements for the engraving, in accordance with the name and dates so furnished, shall be made by the Church. MVPC shall be responsible only for such errors in the inscription as might be made by the engraver in deviation from the names and dates as indicated on the signed Niche Faceplate Inscription form.

VIII. USE OF COLUMBARIUM COURTYARD AREA

A. Part of the Church: The MVPC Columbarium area is a part of Mount Vernon Presbyterian Church. All persons in the MVPC Columbarium area are expected to conduct themselves appropriately.

B. Functions: The MVPC Columbarium Courtyard may be used for appropriate church services and functions, at the discretion of MVPC.

Initial_____

IX. PROTECTION AGAINST LOSS

A. Insurance: MVPC may carry insurance for its benefit on the MVPC Columbarium and contents; however, there is no obligation upon the Church to provide any insurance for the benefit of inurnment right owners.

X. INURNMENT RIGHTS OWNERS' ADDRESS CHANGES

A. Notification: It shall be the duty of the Inurnment Rights' owner, or the heir, executor, or administrator to notify MVPC of any change in current contact information. Notice sent to any owner of inurnment rights at the last address on file with the Church shall be considered sufficient and proper legal notification for all purposes whether or not such purpose be specified in these rules.

XI. CONTINUANCE OF COLUMBARIUM

A. Intention: It is the intention of Mount Vernon Presbyterian Church that the MVPC Columbarium and Courtyard area be a permanent addition to the church campus; however, MVPC reserves the right to move the columbarium as future development of the Church might necessitate. In this event MVPC shall provide a substitute niche of substantially like size and character with the same rights as are granted hereby in the Columbarium Rules and Regulations.

B. Continuance: In the event that MVPC should relocate to another site or be dissolved or for any reason the Church shall determine that the MVPC Columbarium shall not or cannot be continued, the Church shall, at that time, in its sole judgment, determine the disposition of the MVPC Columbarium, its contents, and its obligations and shall send at least 90 days notice of said disposition to the owners of inurnment rights, or to the heir, executor, or administrator as shown by the records of the Church.

Initial _____

XII. LIMITED LIABILITY

A. Limited Liability: Neither Mount Vernon Presbyterian Church nor its employees, the Pastor, the Officers, any Session member, or any Committee member shall be liable for any claim for damages arising in conjunction with the MVPC Columbarium or from any cause except for loss resulting from the gross negligence or willful misconduct of said party or parties. In any event, the amount recoverable from such claim for damages shall be limited to the total amount paid by the inurnment rights owner for said rights and, due to the difficulty of determining the extent of any such recoverable amount, said inurnment rights payment amount shall constitute the entire liquidated damages thereof. In no event shall MVPC or its employees, the Pastor, the Officers, any Session member, or any Committee member be liable for any indirect, special, or consequential damages arising with respect to the MVPC Columbarium.

XIII. MODIFICATIONS AND AMENDMENTS

A. Exceptions and Modifications: Special situations may arise in which the literal enforcement of a rule may impose unnecessary hardship. Therefore, exceptions, suspensions, or temporary modifications to any of these rules and regulations when the same appear advisable, and any such temporary exception, suspension or modification shall in no way be construed as affecting the general application of any rule.

B. Amendments: Mount Vernon Presbyterian Church may at any time adopt new rules and regulations, or amend, alter, or repeal any rule, regulation, or article, section, paragraph, or sentence in these Rules and Regulations. Notice of such amendments shall be given to the Inurnment Rights' owner or their heir, executor, or administrator at the last address on file with the Church.

C. Severability: If any provision hereof be held by duly constituted authorities to be invalid in whole or in part, these rules and regulations shall, nevertheless, except only to the extent of such partial invalidity, remain and be valid and in effect.

Initial_____

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

Columbarium Checklist - Please initial on the line beside each number.

- ____ 1. Cremated remains to be inurned in the MVPC Columbarium shall be those of a present or former member of Mount Vernon Presbyterian Church, or the member's spouse, children, grandchildren (and their spouses), parents and/or grandparents. Other family members of a MVPC member and the community at large may apply for Inurnment Rights. Each application shall be considered on an individual basis. The location of occupied and reserved niches in the MVPC Columbarium will be shown on a master plan which will be kept in the Church office. A record shall also be maintained in the Church and used as a permanent document of the chronological inurnments.
- ____ 2. There will be no inurnment in the MVPC Columbarium without a committal service approved by the pastoral staff of Mount Vernon Presbyterian Church.
- ____ 3. Each niche will hold one (1) or two (2) urns. The urn is included with the purchase price of inurnment rights. Interior dimensions of niches are 8-1/2" wide, 7-5/8" high, and 11-3/4" deep. The urn dimensions are 7" wide, 5-1/2" high, and 5-1/2" deep.
- ____ 4. The name and dates of birth and death will be inscribed on the granite faceplate of each niche after the inurnment. The faceplate and the inscription are included in the purchase price of inurnment rights. These shall be the only markers or memorials to persons inurned in the Columbarium.
- ____ 5. The only flowers or plants that may be placed or left in the Columbarium area at any time shall be those as directed by the Church. The Church reserves the right to remove and dispose of any items which are left within the Columbarium Courtyard without notice or liability to the owner of such items.
- ____ 6. The purchase price for inurnment rights for a niche with one (1) urn is \$2,500.00. The purchase price for inurnment rights for a niche with two (2) urns is \$3,000.00. The fee is payable with the filing of an application. This fee may be adjusted from time to time, as determined by the Church. The paid fee will include the use of the niche, opening and closing of the niche, the urn(s), and the inscription(s) on the face plate. Cremation cost and other expenses are not included in the fee paid to Mount Vernon Presbyterian Church.
- ____ 7. Each Inurnment Right is for the cremated remains of the person(s) specified in the application for whom niches have been purchased or for unspecified eligible family members. Inurnment Rights may not be sold or transferred except through the Church.
- ____ 8. The Church may, at its discretion, permit the cancellation of an unused contract (niche), when cancellation is requested in writing. As timing and funding permits, the original purchase price of the niche will be refunded by the Church.
- ____ 9. It is the intention of Mount Vernon Presbyterian Church that the Columbarium Courtyard area be a permanent addition to the Church campus; however, the Church reserves the right to move the Columbarium as future development of the Church might necessitate.
- ____ 10. The heirs of those inurned in the MVPC Columbarium shall provide and maintain current contact information to the Church.

I have read and agree to these items and to the "Columbarium Rules and Regulations".

Signature
Revised 1/19/2024

Date

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

NICHE FACEPLATE INSCRIPTION
(PLEASE PRINT)

NICHE NUMBER: SECTION C, ROW_____, COLUMN_____

APPLICANT NAME: _____

The faceplate, inscribing of the faceplate, the standard urn, and the inurnment of the cremated remains are all included in the original purchase of Inurnment Rights.

INFORMATION TO BE INSCRIBED ON FACEPLATE:

- Inscriptions for one-urn niches will be centered on the faceplate as described in the Columbarium Rules and Regulations.
- Inscriptions for two-urn niches will occupy upper and lower faceplate locations as described in the Columbarium Rules and Regulations.
- The name line may be restricted to a maximum of 28-30 characters including spaces or may require reduction of text height.
- The Title(s)/Degree(s) line is optional.

UPPER OR CENTERED FACEPLATE INSCRIPTION:

NAME: _____

TITLE(S)/DEGREE(S): _____

DATE OF BIRTH: _____

DATE OF DEATH: _____

LOWER FACEPLATE INSCRIPTION:

NAME: _____

TITLE(S)/DEGREE(S): _____

DATE OF BIRTH: _____

DATE OF DEATH: _____

Signature of Applicant

Date

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

COLUMBARIUM
FREQUENTLY ASKED QUESTIONS
Pertaining to the Purchase of Inurnment Rights in the MVPC Columbarium

What is a Columbarium?

“Columbarium” in early Rome simply meant a nesting place for doves. When Christians hiding in Rome's catacombs began using cliffside niches to seal away ashes of the faithful who died, the term took on its present meaning: compartments for storage of cremated remains. Mount Vernon’s Columbarium holds true to this Christian heritage accommodating those who choose the sanctity of their church as an enduring place of rest.

Where is the MVPC Columbarium be located?

The MVPC Columbarium is located in an expanded courtyard area constructed contiguously with the Kirk Center Patio.

How long has the MVPC Columbarium been in use?

The MVPC Columbarium was constructed in 2014 and has been in use since that time.

How large is each niche and how many urns will each niche hold?

The interior dimensions of each niche are 8-1/2” wide, 7-5/8” high, and 11-3/4” deep. Each niche will accommodate one (1) urn or two (2) urns. The standard urn(s) are included in the cost of the inurnment rights.

Whose remains may go into the MVPC Columbarium?

Inurnment in the MVPC Columbarium is available to any present or former member of Mount Vernon Presbyterian Church, and the member’s spouse, children, grandchildren (and their spouses), parents, and/or grandparents. Other family members of a MVPC member and the community at large may apply to obtain a niche, and each such application shall be considered on an individual basis.

How many niches are available in the MVPC Columbarium?

A total of Ninety-six (96) niches are provided in phase one. Future phases are planned with a total of 480 niches, as well as site hardscape and landscape enhancements.

How can I reserve space in the MVPC Columbarium, and how is the MVPC Columbarium niche selection be made?

Sales for Inurnment Rights for our Columbarium are currently available. The application process can be handled through a committee member or pastoral staff. Current committee members are Malinda Holmes, Pearl Attaway and David Barclift. Individuals who purchase a niche are able to select any available niche that is their preference. Reservation and selection of niche priority will be based upon the date of application.

What is the accessibility of the MVPC Columbarium?

The MVPC Columbarium is fully accessible twenty-four (24) hours a day. Handicap accessibility is available through the adjacent walkway (on the north side of the columbarium) or through the elevator in the North Wing of the Sanctuary Building which is available during church and office hours and otherwise by special request.

Are there options for sprinkling of cremated remains?

An area for sprinkling of cremated remains is currently not available.

Is there be a way to memorialize members whose remains are elsewhere?

A Memorial Wall has been considered in future plans and would be located in the Columbarium area.

What is the permanence of the MVPC Columbarium?

It is the intention of Mount Vernon Presbyterian Church that the Columbarium Courtyard area be a permanent addition to the Church campus; however, the Church reserves the right to move the Columbarium as future development of the Church might necessitate.

What is the cost of the MVPC Columbarium niche be?

The Inurnment Rights for a niche with one (1) urn is \$2,500.00. The Inurnment Rights for a niche with two (2) urns is \$3,000.00.

Long term, the total cost of the columbarium and its maintenance will be entirely covered by sales of Inurnment Rights and will be fully self-sustaining.

How does this cost compare to other alternatives?

During the planning process, the committee visited several area church columbaria and saw a range of prices between \$1,000 and \$4,000. Arlington Cemetery in Sandy Springs is considerably more expensive for a columbarium niche. Cremation and Columbarium Inurnments are typically considerably less expensive than burials. With Cremation and Church Columbarium Inurnment, a funeral home may not even be necessary.

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

ACCEPTANCE
For the Purchase of Inurnment Rights in the MVPC Columbarium

Date: _____, 20__

Mount Vernon Presbyterian Church acknowledges the receipt of the application of

Name: _____

Address: _____

and the sum of \$_____.

Permission is hereby granted, subject to the Columbarium Rules and Regulations of Mount Vernon Presbyterian Church, for the inurnment in the MVPC Columbarium of the cremated remains of:

FIRST PERSON

NAME: _____

SECOND PERSON

NAME: _____

Mount Vernon Presbyterian Church agrees to inurn the cremated remains when they are presented, to furnish an urn(s), and to furnish a properly inscribed faceplate (per the submitted Niche Faceplate Inscription form).

Your original Application, Acceptance, and Niche Faceplate Inscription forms will be preserved in a permanent file at Mount Vernon Presbyterian Church, Sandy Springs, GA. Copies will be provided to the applicant.

Niche Number: SECTION C, ROW _____, COLUMN _____

Acceptance by Mount Vernon Presbyterian Church

Date

Mount Vernon Presbyterian Church
471 Mount Vernon Highway
Sandy Springs, GA 30328

CERTIFICATE OF OWNERSHIP
Inurnment Rights in MVPC Columbarium

Mount Vernon Presbyterian Church, owning and maintaining a Columbarium at 471 Mount Vernon Highway, NE, Sandy Springs, GA 30328, in consideration of the sum of:

\$_____ paid by _____

hereby grants unto _____

the sole and perpetual use of **Niche Number:** SECTION C, ROW_____, COLUMN_____

subject to the provisions, conditions, limitations, and privileges specified in the Columbarium Rules and Regulations of Mount Vernon Presbyterian Church.

It is further agreed that the rights of the niche owner(s) as designated herein, or successor(s), to control and use said niche, or to sell or transfer the same, or any interest therein, shall be as set forth in the Columbarium Rules and Regulations as heretofore or hereafter adopted by MVPC.

MVPC reserves the right to move, remodel, or otherwise alter the Columbarium or to remove the same and build a new Columbarium in another location and abandon the use of the existing Columbarium. In any of the said events, if the niche specified above is affected, MVPC shall substitute for the niche specified above, another of substantially like size and character, in which event the owner(s) shall have the same rights in such substituted niche as are granted hereby subject to the Columbarium Rules & Regulations.

It is hereby mutually agreed that the rights hereby granted are and shall for all purposes be deemed to be personal property only.

In Witness Whereof, Mount Vernon Presbyterian Church has caused these presents to be subscribed by its duly authorized officers this _____ day of _____ 20____.

By: Mount Vernon Presbyterian Church