

February 1, 2026

LAKEMONT MEMORIAL GARDENS

Dear Memorial Provider,

We have recently updated our regulations regarding installations. Please be advised of the following:

- Stakeout Fee: \$175.00 to be paid prior to
- Installation Charge for Flat Memorials: \$0.85 per. square inch on the base, plus a stakeout fee of \$175.00
- Installation Charge for the Upright Memorials: \$0.40 times the height times the width
- Foundation Charge: \$ 0.80 per square inch plus stake out fee of \$175.00
- Lakemont Memorial Gardens requires a granite base BRP for all bronze memorials (This includes memory vases)
- All Companion markers must be 6 inch thick
- A Companion Memorial may not be installed until **both** sites are paid in Full
- All Uprights must be minimal of 6 inch thick.
- All Bases require to be BRP.
- All Die beyond 48 inches in height requires further approval.
- Lakemont Memorial Gardens requires a Bench Right Fee for all Bench Installations
- Must be License in the State of Maryland and registered with the Office of Cemetery Oversight (DLLR)
- Once installation is completed, you will need to see the superintendent before leaving the park for inspection of installation.
- If your installers fail to arrive at the scheduled day or time for the grave layout and the site needs to be re-marked, an additional layout fee will be assessed before any work can resume.

I have attached a copy of the "Authorization for Installation by an Outside Memorial Dealer" form. This form must be signed by the owner and or owners of the Interment Rights and must be submitted before a memorial can be installed in Lakemont Memorial Gardens.

Should you have any question, please contact our office.

Kind Regards,

Amy Toloczko

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Insurance Requirements

The following must be obtained before any work or related services are performed for or on behalf of SCI or its affiliated companies by any third party:

- A Certificate of Insurance should be obtained from any vendor, contractor or subcontractor who is either selling a product or performing services for SCI affiliated locations evidencing the coverages outlined below.
- The location and its "Parent" company should be named as an "Additional Insured" on all coverages as outlined above, except for Workers' Compensation (Parent Company can be found in Locator/Pillar)
- **A certified copy of the General Liability policy is required for all vendors providing professional services.**
- A "Waiver of Subrogation" shall be provided in favor of the location and its "Parent" company for General and Auto Liability.
- Thirty (30) days notice of cancellation or non-renewal is to be provided to the certificate holder.
- All insurance coverage must be from insurance companies with an A.M. Best Guide rating of "A" or better.
- **OTHER INSURANCE CLAUSE** Each policy of insurance required to be provided by the vendor, contractor or subcontractor who is either selling a product or performing services for an SCI subsidiary or affiliated company under this Agreement shall stipulate that the coverage provided hereunder **is primary, and any other coverage maintained by the SCI subsidiary or affiliated company shall be excess only and non-contributing with the coverage required to be provided herein.**

WORKERS' COMPENSATION

Employer's Liability	Statutory Limits
Bodily Injury by Accident	\$1,000,000. Each Accident
Bodily Injury by Disease	\$1,000,000. Each Employee
Bodily Injury by Disease	\$1,000,000. Policy Limit

AUTOMOBILE LIABILITY

\$1,000,000. Per Occurrence
Combined Single Limit

Coverage to include:

Owned, Hired and Non-Owned Liability

GENERAL LIABILITY

\$1,000,000. Per Occurrence

Coverage to include:

Broad Form General Liability Endorsement
Broad Form Contractual Liability Endorsement
Bodily Injury to include Mental Anguish
Products/Completed Operations Coverage

EXCESS/UMBRELLA

\$3,000,000. Per Occurrence

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Foundation Requirements

- A. The manager or superintendent will confirm the location given on the foundation order with the Park's record and designate and mark out the exact foundation to be built. The manager or superintendent will define the tolerance as determined by the foundation and these rules.
- B. The manger or superintendent will issue a work permit for the necessary work to begin. No work of any kind is permitted until this permit is given.
- C. The manger or superintendent will show the Memorial Service Contractor the path from the roadside across the garden section to be used and a storage area for supplies and equipment. No other path may be used without further approval if the manager or superintendent. No equipment, supplies, etc. Are to be place or store in any other location not approved by the manger or superintendent.
- D. The use of planking or plywood to cross the non-paved surfaces, other graves or lots to obtain access to the site is required of the superintendent or manager deems necessary. The method and material to be used must be approved by the superintendent. There is to be sufficient supply pf planking or plywood so that the least possible damage can occur. The planking is to be removed immediately upon completion of work and at no time may it remain in place overnight.
- E. All of the work to be performed must not hinder normal Park operation and in all cases the Park crew will take preference. No work may be performed during a funeral service being conducted in the area and the superintendent or manager shall specify when work must stop and when it may recommence.
- F. Foundation excavation for a single monument is to be performed in a clean, neat and workmanlike manner. The excavation is to be rectangle in shape holding the tolerance specified by the superintendent or manager. All Excavation material must be removed from the site immediately. The excavation is to be dug to a kevel even with the top of the outer case. The side walls of the foundation must be straight down regardless of the angle of the surface. The bottom must have the same dimension as the top. If this cannot be done, then the excavation is to be expanded for forming but at no time it be expanded in the excess of 6" in a direction. The excavation must be inspected by the superintendent or manager before any concrete can be poured. If the foundation is not being dug over the outer box, the excavation must be carried a minimum of 30" deep unless the superintendent or manager requires it deeper because of frost conditions or because of terrain. The Monument Service Contractor will follow the superintendent or manager's directions at all times.
- G. The excavation for double monuments is to be carried out in the same manner as that of a single foundation except in the event that one half the foundation is over an outer case and the other one half is over virgin soil. The one half over virgin soil is to be dug 4" deep and an expansion joint is to be placed as a barrier between the two sections prior to pouring concrete. This will permit easier excavation of the second grave.

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- H. The concrete is to be a minimum of 3,000 pounds P.S.I. according to standard testing. The concrete is to be poured continuously to a level even with the lowest side of the existing grade unless directed differently by the superintendent or manager. The top of the foundation is to be sealed with either a wooden or metal float.
- I. No Foundation excavation may remain open overnight unless properly covered with plywood or other materials approved by the superintendent or manager.
- J. All foundations over 4ft. in length must be reinforced with steel reinforcements, a plan for which will be given when the original foundation order is placed. The superintendent or manager may require modifications in the reinforcing plan.
- K. The entire area around the foundation is to be left clean and free of all debris. The memorial Service Contractor is responsible for all damage caused by his work.
- L. No precast concrete or cinder blocks will be permitted in any foundation.

AUTHORIZATION FOR INSTALLATION OF MEMORIAL
(Purchased from 3rd party)

This is to advise of the purchase of a memorial to be installed at Lakemont Memorial Gardens
Name of Cemetery

in _____
Section _____ Lot _____ Space _____

Purchased from: _____
Name of Memorial Dealer

Address	City	State/Province	Zip/Postal Code
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Telephone Number	Fax Number	Email Address	Company Representative
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MEMORIAL DESCRIPTION

[illegible]

Memorial	Memorial Material	Manufacturer
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Base Size	Base Materials	Type of Vase
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Metallic contents of bronze alloy: _____ % _____ % _____ % _____ %
Copper Tin Lead Zinc

Memorial Type: Design _____ Companion _____ Individual _____
 Border _____ Letter Style _____

Number of scroll(s) to be furnished: with memorial _____ later _____

Memorial to be drilled and tapped for later addition of scroll	Yes	No
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Emblems: Type _____ Size _____ Type _____ Size _____
 Type _____ Size _____ Type _____ Size _____

Other information necessary for proper identification of memorial:

Layout: _____

The undersigned hereby represent(s) that he, she, or they, is or are the exclusive owner(s) of the Interment Rights described above, and hereby authorize(s) _____

____ (Names of Installer) to install the above described memorial upon the Interment Rights described herein in accordance with the Rules and Regulations and requirements of the above-referenced Cemetery and agree to indemnify and hold harmless said Cemetery, its agents and employees, against any loss it may sustain in connection with the installation of the memorial authorized hereunder. It is understood that the Cemetery assumes no responsibility for the finish, lettering, accuracy of dates, or emblems, or the omission of same, quality or workmanship of the memorial. It is further understood that the Cemetery shall not be responsible for any error or defects in workmanship in connection with the installation of the memorial.

Each of the undersigned has read and understands the Cemetery's Rules and Regulations and requirements concerning installation of memorials and hereby acknowledges and agrees to the provisions contained therein. It is understood and agreed that should the memorial or installation thereof not comply in full with the Rules and Regulations and requirements of the Cemetery, the deviation shall be rectified to so comply or be removed from the Cemetery within three (3) days of such request.

Interment Right Owner (Print Name)

Signature

Date

Next of Kin (Print Name) _____ Signature _____ Date _____

Memorial Purchaser (Print Name)	Signature	Date
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_____ Authorized Cemetery Representative (Print Name)	_____ Signature	_____ Date
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