

Trinity Lutheran Church

Columbarium Memorial Garden



Dear Friends in Christ,

The loss of a loved one is among the most difficult times in life. How we remember, honor, and care for them after death is an important part of the healing process. Throughout history, the church cemetery has been the final resting place of the deceased members of the Christian community – a powerful reminder of the Communion of Saints.

We are pleased to announce that the Trinity Leadership Team has authorized construction of a Columbarium Memorial Garden near the Labyrinth. A columbarium is a wall of small “niches,” designed to hold the cremated remains (cremains) of loved ones. The columbarium becomes a place of remembrance, meditation and prayer. It will feature 98 niches. Each niche has room for two urns. It allows the remains of the deceased faithful to be placed on the grounds of the church that played such an important part of their lives. The columbarium will be available to Trinity members, their families and to friends of Trinity. All are welcome.

The columbarium will be funded and maintained entirely through niche sales. Contact the church office for more information about the columbarium and how you can reserve a niche for yourself and your loved ones.

Pastor Scott Sessler

Pastor Katie Christie



Trinity Lutheran Church Columbarium Niche Reservation Application

1826 Killian Hill Road, Lilburn, Georgia 30047

www.tlc-lilburn.org 770.972.4418

Reservation Application Information – **One application is required for each niche purchased. Return application and Niche Inscription sheet with check to Trinity Lutheran Church.**

Full price of \$2,500 per niche is due with reservation. Make check payable to Trinity Lutheran Church with **Columbarium** on Memo line.

Check # _____ Amount \$ _____

Columbarium Niche for:

Print Name 1 _____

Print Name 2 _____

Purchaser's Name (print) _____

Purchaser Address _____

Phone numbers _____

Email Address _____

By signing below, you acknowledge that you have received and will abide by the Columbarium Policies and Regulations.

Signature _____

Date _____

For office use only – You will choose your niche location after construction based on your reservation date and time.

Signature of Trustee _____

Date _____ Time _____ Niche Selection Number _____

A copy of this completed form will be returned to you as your receipt and your position in the selection queue.



Niche Inscription Sheet

Each granite faceplate will be engraved with the name(s) of the interred along with birth and death dates. Please **print** each line **exactly** as it should appear. Dates of death may be entered in the future. Limit name to 26 characters including spaces.

First Name

Middle/Maiden Name (if desired)

Last Name

Date of Birth

3-letter month, day, year

Date of Death

3-letter month, day, year

First Name

Middle/Maiden Name (if desired)

Last Name

Date of Birth

3-letter month, day, year

Date of Death

3-letter month, day, year

Please sign below to indicate that the above information is correct:

Signature

Date

Secondary Family Member Contact:

Name_____

Relationship to Purchaser_____

Address_____

Telephone (Home) _____ Mobile_____

Email address_____

For office use only

Faceplate Inscriptions for niche number _____



TRINITY COLUMBARIUM QUESTIONS AND ANSWERS

WHAT IS A COLUMBARIUM? A columbarium is a wall where urns of cremated human remains (cremains) are stored (inurned) in small compartments (niches)

WHERE WILL TRINITY'S COLUMBARIUM BE LOCATED? The Trinity Columbarium Memorial Garden will be built behind the back parking lot adjacent to the labyrinth.

HOW WILL THE COLUMBARIUM BE FUNDED? The columbarium will be self-funded through the sale of niches, donations and memorials. No funds from the church budget will be used and construction will only begin when the equivalent of 41 niche sales has been achieved.

WHO MAY PURCHASE A NICHE? The columbarium will be available to Trinity members, their families and to friends of Trinity. All are welcome.

WHAT IS THE COST OF A NICHE? A niche may be purchased for \$2500. Each niche can hold one or two urns. The urns and inscription are included in the purchase price.

WHAT IS THE COST OF OTHER AREA NICHES? Snellville UMC \$2100 (not including urns), St John Neumann \$5000, Christ the King Lutheran Church, Norcross \$2300, Smoke Rise Baptist \$2800

HOW MANY NICHES ARE AVAILABLE? Trinity's Columbarium wall will be 10' 9" wide and 6'8" tall. It contains 98 – 8"x8" niches. Each niche can hold two urns.

MAY I CHOOSE THE LOCATION OF MY NICHE? Yes, niche locations are chosen first come first served in the order when payment is received.

WHEN WILL THE COLUMBARIUM BE BUILT? The columbarium will be funded entirely by niche pre-sales and donations. 41 niches must be sold or the equivalent in memorials and donations to begin construction.

IS THERE A TIME LIMIT WHERE PRE ORDERS WILL BE REFUNDED IF 41 PRESALES ARE NOT ACHIEVED? Yes. If, after a two-year period, there are not enough presales to finance the project, the Columbarium Board of Trustees will decide what course of action should be taken. If the Board cannot see a way to complete the project, all monies collected will be totally refunded.

HOW WILL THE COLUMBARIUM BE MAINTAINED? The Columbarium Board of Trustees will govern all matters of the columbarium including maintenance and record keeping. The Trustees report to the Church Leadership Team

HOW WILL THE NICHE FRONTS BE INSCRIBED? Full names, abbreviated month, date and years of birth and death. No other inscriptions will be allowed.

WHEN MAY I VISIT THE COLUMBARIUM? You are welcome to visit from sunrise until sunset.

MAY I LEAVE FLOWERS OR DISPLAYS AT THE NICHE SITE? No outside flowers or displays may be left at the columbarium.

WHO OWNS THE COLUMBARIUM? Trinity Lutheran Church owns the columbarium. Niche owners have purchased the exclusive right to use their niche.

WHAT IF THE CHURCH RELOCATES OR CLOSES? If the church relocates, the columbarium can be moved to the new location. If the church ceases to exist, family members will be notified to arrange removal of the cremains.

MAY I PURCHASE MEMORIAL ITEMS? There will be an opportunity to donate benches, a cross, arbors, bricks and other items in memory of loved ones. Consider making a donation to purchase a niche which the church can offer to those in need.

HOW DO I RESERVE A NICHE? Enclose your full payment with the columbarium reservation form located with the information packet or call the church office at 770-272-4418.

TRINITY COLUMBARIUM BOARD OF TRUSTEES

Carol Thompson — Chairman

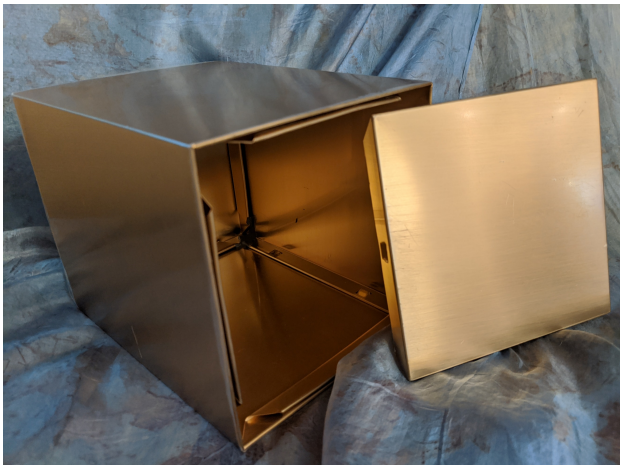
Kathryn Mullen — Secretary

Ray Caughman — Treasurer

Rob Montie

Jeanne Shumaker

Max Yost





TRINITY LUTHERAN CHURCH

LILBURN, GEORGIA

COLUMBARIUM POLICIES AND REGULATIONS

1. THE TRUSTEES: The Congregation Leadership Team (Leadership Team) of Trinity Lutheran Church (the Church) shall at all times have full control of the Columbarium. Such control shall be exercised through the Columbarium Board of Trustees (the Trustees).

2. THE COLUMBARIUM: The Columbarium shall consist of niches uniform in size for the inurnment of cremated human ashes ("cremains"). Each niche will have a front on which shall be engraved the name of the deceased and dates of birth and death. All engraving will occur after the inurnment of the deceased and at a time coordinated by the Trustees or designated staff person. The cost of the engraving shall be included in the purchase fee. A record of numbered spaces arranged in a grid format will be maintained at the church by the designated staff person or Columbarium Secretary. The location of occupied or assigned spaces shall be indicated on the layout. All matters of design shall be determined by the Trustees.

3. ELIGIBILITY: The columbarium niches may be purchased by current and former members of Trinity Lutheran Church, their families and other friends of the church. The Leadership Team of the Church through the Trustees specifically reserves the right to approve or disapprove all applications for purchase regardless of the status of the applicant.

4. TITLE AND RIGHTS RETAINED BY THE CHURCH: The legal title to all niches shall remain with the Church. The Church shall at all times have full rights of management and control with respect to all matters relating to the Columbarium. The exclusive right to place in a Columbarium niche the cremains of an eligible person, and to keep them there as long as the Columbarium shall be maintained, is based on the following terms:

- a) The purchaser of this exclusive right, who has paid the purchase price in full and has been assigned a specific niche, shall receive a certificate signed by the Chairperson of the Trustees attesting to his or her interest in the sole use of a specific niche. There will be no assessments or future charges after the purchase price has been paid.
- b) Transfer, bequest or change of the right to inurn shall only be made with the approval of the Trustees and shall not be effective until registered with the Church. An approved transferee shall have all of the rights of the original

purchaser and shall be bound by all the terms and conditions to which the purchaser was subject.

- c) If a purchaser wishes to surrender his or her interest in a Columbarium niche, it can only be surrendered to the Church without right of refund. All such transactions shall be reviewed by the Trustees.
- d) The Church reserves the right to move, remodel, or otherwise alter the Columbarium anywhere within the Church's current or future property.
- e) The purchase price of niches shall initially be \$2500.00, which includes engraving and the urns. The price of such exclusive right may be changed from time to time by the Trustees as they deem necessary in their sole discretion. The purchase price shall be uniform, regardless of the location of the niche.
- f) The Church will exercise good faith efforts to safeguard the Columbarium and the contents of each niche, but the Church will not be responsible for loss thereof due to fire or other cause. In the event that for any reason the Church Leadership Team determines that the Columbarium can no longer be maintained, the Trustees will endeavor to notify the nearest living relative of the deceased so arrangements can be made to remove the cremains from the property. If the cremains are not removed within a reasonable time, no longer than six months from notification, the Church shall have the right to remove and dispose of the same in such Christian manner as it shall deem proper.

5. OTHER CONDITIONS: The Columbarium shall be open to visitors from sunrise until sunset. The Church will provide all urns to be placed in the Columbarium.

- a) Only the urns provided by the Church can be placed in the Columbarium.
- b) No flowers or other items may remain at or near the Columbarium.

6. PURCHASE OF NICHES: Purchase of a Columbarium niche may be made by submitting a reservation document and full payment of the sales price to the Church. The purchase is subject to approval by the Trustees. The right to select a particular niche will be given to purchasers in the order in which applications are received.

7. REMOVAL OF CREMAINS: Except as provided in Paragraph 4(f) above, cremains may not be removed from the niche without the written consent of the Trustees and the surviving spouse or the next of kin of the deceased.

8. DISPOSAL OF EXCESS ASHES: In the event that the amount of ashes to be inurned exceeds the capacity of the urn, the Pastors of the Church may, in consultation with the family, make appropriate disposal of excess ashes in a Christian manner.

9. ADDITIONAL PROVISIONS/AMENDMENTS: The Leadership Team in cooperation with the Trustees reserves the right, in its sole discretion, to amend these Policies and Regulations and to add or delete provisions, without notice to any party.