STUART MUNICIPAL CEMETERIES

NORTH OAK GROVE & SOUTH OAK GROVE

Monument Grave Service Form

Phone: 515-523-1455 Fax: 515-644-2830
Email: stuart5@coonvalleytelco.com

Name of Deceased: _____

Lot Owner (if different): _____

Expected Date of Setting: _____

Monument Contractor: _____

Phone: _____ **Fax:** _____

Email: _____

Monument Style and Size: _____

Color of Monument: _____ *Granite Foundation Cap Size:* _____

* * * If the Deceased is not the Lot Owner or spouse of the Lot Owner, a letter stating approval from the current Lot Owner must be provided. In the event the Lot Owner is deceased, signatures from all remaining next of kin will be required following State of Iowa Next of Kinship Order (ex. Children, grandchildren, etc.). Please see full rules for explanation. Upon receipt, the City of Stuart will review this service form. Once approved and returned to the applicant, this will constitute approval for permit. (All Monument contractors will guarantee their work for 1 year per Iowa State Code. Please refer to page 9 in the rules and regulations).

CITY CEMETERY ADMINISTRATION USE ONLY

The City will have 72 hours to mark the grave off.

Date Received: _____ ☐ APPROVED ☐ DENIED Reason: _____

_____ Signature of City of Stuart

FEES:

FLAGGING FEE	*Check made payable to the City of Stuart*	**$65.00**
RUSH MARKING FEE	(This is anytime you need a rush placed on marking the grave out for a monument. This is only available if the City has available staff to accomplish it. It will be at the City's discretion.)	**$195.00**

CASH BOND FEE (If no current) *Check made payable to the City of Stuart* $ _____

CASH BOND REQUIREMENT: No person, monument company, contractor, or other entity shall set, install, repair, reset, alter, or perform work on any new or existing monument within Stuart Municipal Cemeteries without first providing the City of Stuart with a **$1,000.00 cash bond** and proof of liability insurance coverage of not less than **$1,000,000**, with the City of Stuart shown as an insured/covered party on the policy.

Explanation of Additional Fees: _____ $ _____

TOTAL COST DUE TO THE CITY OF STUART $ _____

***Please note payment in full is due to the City of Stuart City Clerk prior to setting the monument. If receipt of flagging fee and/or cash bond fee is not given, restrictions can include permanent banning from future setting privileges.