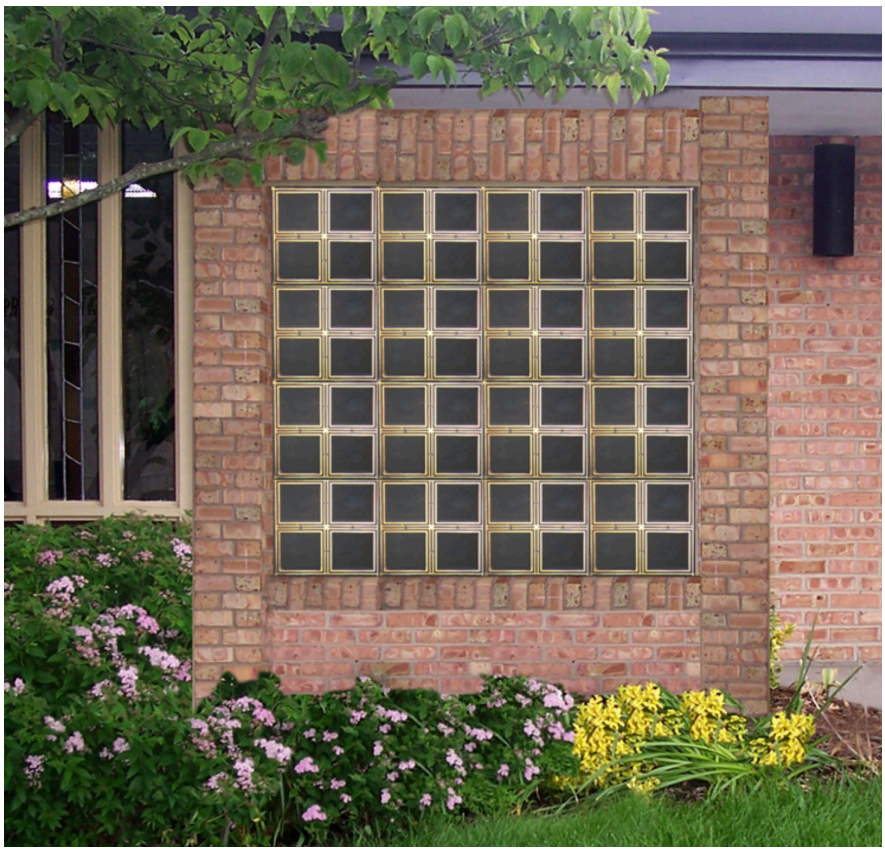
Columbarium and Memorial Garden



PLAINFIELD
UNITED METHODIST CHURCH

PLAINFIELD
UNITED METHODIST CHURCH

Plainfield United Methodist Church
600 Simmons Street
Plainfield, Indiana 46168
317-839-2319 | pumc.org

Dear Plainfield United Methodist Church Family,

You will find in this folder a set of documents and a plat showing niche numbers. If you read this material and decide to purchase a right for the burial in a niche, do the following:

1. Fill in the Application and the Registry Information Sheets (not the niche number).
2. Return the completed Application and Registry Information Sheets along with your check in the amount of $2,500 (or $2,250 if for a single Grantee), made payable to Plainfield United Methodist Church, to the Church office. You may also mail the documents in the enclosed self-addressed envelope.
3. Keep the plat showing the niche numbers. Someone will call you to advise you which niches are available so you may choose the one you wish to purchase.

After your check is received by the Plainfield United Methodist Church office, the following procedure will be used:

1. The date and time the check is received will be recorded.
2. A representative of the Plainfield United Methodist Church Columbarium Committee will call you to advise you which niches are available so you may choose your niche(s). Niches will be assigned on a first come/first served purchase basis.
3. A representative of the Plainfield United Methodist Church Columbarium Committee will fill in the niche number on the materials and issue a Certificate of Right to Inurnment.
4. Your check will be given to the church treasurer for deposit.

If you purchase more than one niche, you will fill out an application and an information sheet for each niche. You will receive a certificate for each niche also.

If you have questions concerning the materials or the columbarium, please call Brent Miller, Terri Rifkind or Abby Lietz at the Church Office (317-839-2319), Larry Rudy (317-839-4308), Vern Sullenger (317-839-8728), Mike Rohrer (317-442-6786), Elaine Jacone (317-440-2723) or Tony Meyer (317-560-9520).

If you decide not to invest in a niche, please return the folder to the church office at your convenience.

Blessings, The Columbarium Committee

Declaration for the Establishment of the Columbarium

The Plainfield United Methodist Church, Inc.
Plainfield, Indiana

Recitals

1. The Board of Directors (Board) of the Plainfield United Methodist Church, Inc. ("PUMC") in Plainfield, Indiana, has determined that a columbarium ("Columbarium") should be established as a religious cemetery pursuant to the Indiana general cemetery law I.C. § 23-14-31-1 et.seq. (the"Act"); and

2. The Columbarium is intended for the inurnment of members of PUMC's and their immediate families and not as a community columbarium; and

3. The Board of Trustees of the PUMC (Trustees) will establish a Columbarium Committee (Committee) to oversee the day to day operation of the Columbarium; and

4. The Committee shall be under the control and oversight of the Trustees and shall have at least one Trustee as a member. The responsibilities of the Committee shall include but are not limited to the approval and denial of applications, the issuance of Certificates of Right to Inurnment (Certificate), and the daily oversight of the maintenance of the Columbarium; and

5. The Columbarium is to consist initially of 64 niches but may be expanded or reduced from time to time by Trustees; and

6. The terms used in the Declaration shall have the meaning as defined under the Act.

NOW, THEREFORE, in consideration of these premises, Board hereby establishes and dedicates the Columbarium effective upon the execution of these documents and pursuant to the Act. The establishment, dedication and use of the Columbarium shall at all times and in all respect be subject to and under the control of the Trustees.

Pursuant to I.C. § 23-14-46-1 of the Act, Trustees hereby adopt the following initial rules (the "Rules") for the Columbarium of PUMC:

Rules

Rule A. Eligibility to Receive Certificate of Right to Inurnment. Any adult member of the PUMC is eligible to receive a Certificate of Right to Inurnment in one or more niches in the Columbarium upon filing an application in the form prescribed (the "Application") with payment to PUMC of the fees fixed by these Rules and upon receiving the approval of the Committee. A husband and wife who are adult members of the PUMC may be joint grantees and shall hold a burial right as tenants by the entireties.

Rule B. Rights Granted by Certificate of Right to Inurnment. The Certificate shall be substantially in the form attached hereto as Exhibit A. Such Certificate shall evidence a burial right of inurnment in a designated niche of the Columbarium of the cremated remains of the grantee of the Certificate and of one (1) other eligible person ("Eligible Person(s)" as defined in Rule C below) or of two (2) Eligible Persons not including the grantee, as designated in the Application or determined under these Rules. Such Certificate, however, shall not vest in any grantee or any designated Eligible Person a property right in the property of the PUMC on which the Columbarium is situated or in the niche designated in the Certificate, but rather shall evidence a burial right to use the designated niche for the inurnment of cremated

remains of Eligible Persons subject to the provisions of these Rules.

Rule C. Eligible Persons. Eligible Persons shall include the grantee, the spouse of the grantee, a child of the grantee, either natural or by adoption, the spouse of a child and any descendant or parent of the grantee. If a husband and wife are joint grantees, then Eligible Persons include those persons in the specified relationship to either grantee.

Rule D. Inurnment. Inurnment in each niche is limited to two urns, each of which shall contain the cremated remains of one human person. In exceptional circumstances the remains of more than two persons may be placed in a niche upon advance written permission of the Committee. Inscription on the front of each niche are limited to the name or names and dates of birth and death of the deceased contained in the niche. The size, type and manner of lettering of the front of each niche shall be of a uniform character determined by the Committee.

Rule E. The Application. The Application substantially in the form attached hereto as Exhibit B shall be completed, signed and filed for each niche by a person or persons eligible to be a grantee under Rule A. The application must state the name and relationship to the grantee of all Eligible Persons designated by the grantee and, if more than two (2) Eligible Persons are designated, shall state the order of priority or shall state the exceptional circumstances which the applicant urges as the basis of a grant of special permission by the Committee for the inurnment of more that two (2) Eligible Persons in the designated niche. The applicant shall tender payment in current funds to the PUMC with the Application in the amount of the application fee as specified from time to time by these Rules. If the Application is not accepted, the payment shall be returned to the applicant with the notice of rejection. The Application shall be accepted or rejected by the Committee within thirty (30) days of the filing of the Application with the Committee.

Rule F. Allocation of the Niche. The Committee will allocate the niches in the order the Application is received and approved and will allocate the niche requested in the Application if such niche has not already been allocated.

Rule G. Transfer of Certificates and Designation of Additional Eligible Persons. The grantee shall not have the right to transfer a Certificate to any other person even though that person would qualify as eligible to be a grantee under Rule C. However, a grantee may change the designation of Eligible Persons under the Certificate, either by a written direction filed with the Committee or by the provisions of the last will and testament of a deceased grantee duly certified by the personal representative to the Committee. No such change of designation shall affect the continued use of the niche for the cremated remains of an Eligible Person already inurned in the niche. Any such change in designation shall be subject to the approval of the Committee, which approval shall not be unreasonably withheld.

If the grantee is deceased and there is no Eligible Person designated for occupancy of an available space in the niche either by the Application, a written direction of change or by the last will and testament of the deceased, the spouse of the grantee shall have first priority and, subject to such right, any heir at law of the grantee, as determined under the Indiana Probate Code, who is an Eligible Person, may apply for the right of inurnment in the niche, subject to the approval of the Committee. If more Eligible Persons than there are available spaces shall apply, the Committee shall determine which Eligible Person or Eligible Persons shall be entitled to inurnment.

Rule H. Urn. The Committee shall be responsible for providing an urn for the cremains. The

committee shall be responsible for the cost of the urn and the opening and closing of the niche at the time of inurnment. Each grantee (or the grantee's legal representative, surviving spouse or next of kin) shall be responsible for the remains to be placed in the urn and for the cost of the inscription on the front of the niche. No object other than urns of cremated human remains may be placed in any niche unless approved by the Committee.

Rule I. Removal. Cremated remains placed in a niche may be removed from the niche of the Columbarium only upon the written consent of both the Trustees and the surviving spouse. If there is no surviving spouse, then a next of kin of the deceased shall participate. If such consent cannot be obtained, the remains may not be removed except as provided in these Rules or under the Act. In the event all urns are removed from a niche for inurnment or interment elsewhere, all rights to the space in the niche shall immediately cease and terminate and all rights shall revert to the PUMC. In the event the PUMC deems it necessary at any time to change the location of the Columbarium or to discontinue the use of any portion thereof, the Committee may in their sole discretion remove the urns from the affected niches and may place such urns in other suitable niches in such location as the Committee in their sole discretion may deem appropriate, all in accordance with the Act.

Rule J. Contingencies. The burial right granted to a grantee to use a niche in the Columbarium shall continue only so long as the adjoining or adjacent church buildings are owned by the PUMC. In the event of a sale by the PUMC of its buildings, such rights shall cease. The PUMC shall make a reasonable effort to give notice of any impending sale of the building to each grantee and each designated Eligible Person, or if a grantee is deceased to the grantee's surviving spouse, legal representative or next of kin, as appropriate, who shall then be given the opportunity to remove the cremated remains. Such notice shall be addressed to such persons as named in the Columbarium Register, and the PUMC may conclusively rely on such Register in determining to whom and to what address notice shall be given. If such persons fail to remove the remains within a reasonable amount of time in light of the circumstances then existing, the Committee shall have the right to remove and dispose of the same in such Christian manner as the Committee shall deem appropriate pursuant to the Act.

Rule K. Surrender of Right. In the event that a grantee or the grantee's surviving spouse, or their successors in interest, shall decide not to use a niche for inurnment, notice shall be given to the Committee in writing and the Certificate and all rights to inurnment in the niche shall be surrendered and shall revert to the PUMC. No refunds of any kind shall be made by the PUMC in the event that a grantee's right to inurnment is surrendered.

Rule L. Burial Service. All arrangements for the committal and inurnment shall be made with the Committee, or with a member of the clergy of the PUMC.

Rule M. Liability. The PUMC, through the Committee, shall exercise reasonable care in the maintenance of the Columbarium but shall have no responsibility of any kind whatsoever for the preservation of the remains of any person in the Columbarium or for any loss or damage to the urns or the cremated remains of deceased persons. No liability of any kind whatsoever relating to the Columbarium is assumed by the PUMC or the Committee.

Rule N. Ornamentation and Visitation. Flowers and other ornamentation may be placed on or adjacent to the Columbarium only to the extent as may, from time to time, be authorized by the Committee. Visitation my take place at any time.

Rule O. Fees and Costs. All fees for Certificates and their transfer shall be determined from time to time by the Committee.

Rule P. Rule Changes. The Committee reserves the right to alter, amend and/or revoke and make exceptions to these Rules at any time and from time to time as necessary or appropriate in the best interests of the PUMC and its members, including but not limited to:

- to permit in particular cases the inurnment of persons other that Eligible Persons as defined in Rule C; and
- to permit the remains of more than two persons to be placed in the same niche in the Columbarium

Rule Q. Expansion or Reduction in Size or Location of the Columbarium. The Trustees shall have full authority to increase or reduce the number of niches in the Columbarium upon recommendation from the Committee and to change its location on the property of the PUMC, including additional sites on such property.

The Plainfield United Methodist Church, Inc. acting through its Board of Directors has caused this Declaration to be executed and dated this _____ day of _____, _____.

PLAINFIELD UNITED METHODIST CHURCH, INC.

By: _____,

President of the Board of Directors of the
Plainfield United Methodist Church, Inc.

Attest:

_____,

Secretary of the Board of Directors of the
Plainfield United Methodist Church, Inc.

_____,

Rev. David Neuen, Senior Pastor

A signed copy is on file in the PUMC office.

Rev.6/26/19

Exhibit B
Plainfield United Methodist Church

Columbarium Application

Name(s) _____

Address _____

Having received and read the Rules of the Columbarium of the Plainfield United Methodist Church, recognized that he/she or they are eligible to receive a Certificate of Right to Inurnment under Rule A of the Columbarium Rules, hereby apply to purchase a burial right to use a niche in the Plainfield United Methodist Church Columbarium, and submits this application form with:

1. Payment of the Certificate Fee:
   - $2,500 for two Grantees including niche etching
   - $2,250 for one Grantee including niche etching

2. A completed Registry Information Sheet in the form attached.

The Grantee's or other Designees whose remains are to be inurned in a niche are:

_____

_____

each of whom is an Eligible Person as defined in Rule C of the Columbarium Rules.

The Grantee(s), by submitting this application, acknowledge(s) that he/she/they has/have read the Columbarium Rules, agree(s) to be bound thereby, and agree(s) that the granted burial right to use the niche shall be subject to the Columbarium Rules, as now in effect or as from time to time amended or revised. The Grantee(s) has/have prepared the attached Registry Information Sheet on the form which is attached and represents and agree(s) that it identifies the Eligible Person whose remains are to be inurned in the niche, and that the PUMC may conclusively rely on the information set forth herein or as the same may be revised by written notice from the Grantee(s) to the PUMC.

Signed _____

Dated the _____day of _____, _____

This portion to be completed by the Plainfield United Methodist Church

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This application and a check in the amount of $ _____ were received on

_____ at _____
Date Time

Signed _____

Revised: 1/9/24

Exhibit A
Plainfield United Methodist Church Columbarium

Certificate of Right to Inurnment

The Board of Trustees of the Plainfield United Methodist Church, Inc., Plainfield, Indiana (PUMC), an incorporated association existing under the laws of the State of Indiana and having a religious columbarium (PUMC's) on a portion of its property at 600 Simmons Street, Plainfield, Indiana, in consideration of the payment to the PUMC of the Certificate fee, the receipt of which is acknowledged, hereby grants to _____ (Grantee(s)) a burial right to use niche No. _____ in the PUMC Columbarium for the inurnment of the cremated remains of the Grantee's and/or other persons (Eligible Persons) subject to the provisions, conditions, and limitations of the Rules for the use of the Columbarium at the PUMC (Columbarium Rules).

The Grantee(s), by accepting this Certificate, acknowledge(s) that he/she/they has/have read the Columbarium Rules, agree(s) to be bound thereby, and agree(s) that the granted burial right to use the niche shall be subject to the Columbarium Rules, as now in effect or as from time to time amended or revised. The Grantee(s) has/have prepared the attached Registry Information Sheet on the form which is attached and represents and agree(s) that it identifies the Eligible Person(s) whose remains are to be inurned in the niche, and that the PUMC may conclusively rely on the information set forth herein or as the same may be revised by written notice from the Grantee(s) to the PUMC.

The Plainfield United Methodist Church

By _____
Representative of the Columbarium Committee

STATE OF INDIANA)
) SS:
COUNTY OF Hendricks)

Before me, a notary public in and for said county and state, appeared _____, a representative of the Columbarium Committee, who upon being duly sworn, executed the Certificate of Right to Inurnment for and on behalf of the Columbarium Committee of the Plainfield United Methodist Church, stated that the representations contained therein are true.

Witness my hand and notary's seal this _____day of _____, _____.

_____
Notary Public

My commission expires: _____

My county of residence is: _____

Accepted this _____ day of _____, _____ .

Signature of Grantee(s) _____

Revised: 6/26/19

Plainfield United Methodist Church Columbarium

Columbarium Registry Information Sheet

Niche No. _____

Applicant(s), grantee(s) and/or eligible person(s) are responsible for keeping the information on this registration sheet current.

Grantee 1

Name and Address of Grantee:

_____

_____

_____

Name and Address of Spouse:

_____

_____

_____

Name and Address of person designated in Grantee's will or power of attorney as Legal Representative, if known:

_____

_____

_____

Name and Address of Grantee's Children, Grandchildren or Other Next of Kin (attach a list, if necessary):

_____

_____

_____

Grantee 2

Name and Address of Grantee:

_____

_____

_____

Name and Address of Spouse:

_____

_____

_____

Name and Address of person designated in Grantee's will or power of attorney as Legal Representative, if known:

_____

_____

_____

Name and Address of Grantee's Children, Grandchildren or Other Next of Kin (attach a list, if necessary):

_____

_____

_____

Name and Address of Eligible Person designated:

_____

_____

_____

Name and Address of Eligible Person designated:

_____

_____

_____

Name and Address of person designated in Eligible Person's will or power of attorney as Legal Representative, if known:

_____

_____

_____

Name and Address of person designated in Eligible Person's will or power of attorney as Legal Representative, if known:

_____

_____

_____

Name and Address of designated Eligible Person's Children, Grandchildren or Other Next of Kin (attach a list, if necessary)::

_____

_____

_____

Name and Address of designated Eligible Person's Children, Grandchildren or Other Next of Kin (attach a list, if necessary)::

_____

_____

_____

Signed _____

Dated the _____day of _____, _____

Revised: 6/26/19

Niche Cover Information

1. Please complete the niche plaque information and return it with your application.
2. The cost of engraving the niche plaque is not included in the Certificate Fee. When you desire to have the niche plaque engraved, PUMC will, as courtesy to you, contract the work on your behalf ...all subject your approval of the layout proof and cost.

_____
Last (Family) Name

_____
First (Given) Name(s)

Date of birth* _____

Date of death* _____

_____
First (Given) Name(s)

Date of birth* _____

Date of death* _____

* (Please use format: Xxx xx, xxxx – i.e. Jun 17, 1963)

Niche Cover Selection

H	G	F	E	D	C	B	A	
								1
								2
								3
								4
								5
								6
								7
								8

Niche Cover Example

NEUMAN

ALFRED E.
Dec. 20, 1949
Mar. 4, 1996

M. ANTOINETTE
May 21, 1066
Jun. 3, 1492

Inurnment Certificate

The undersigned were present and hereby acknowledge

the inurnment of _____

on _____ in niche _____.

_____ _____