

## **HOURS OF OPERATION**



All business transactions are to be conducted at the Cemetery office. Persons other than Cemetery officials are not authorized to conduct business on behalf of the Cemetery.



Office Hours are Monday – Friday 8:30am - 4:00pm (Sat. by appt.)



The Cemeteries are open daily. Visiting hours are during daylight hours unless otherwise posted.

## **SEASONAL CLEAN-UP**

**April 1st**

*(Winter/Fall)*

**November 1<sup>st</sup>**

*(Spring/(Summer)*

**February 1<sup>st</sup>**

*(Christmas)*

Lot owners are responsible for removing decorations they wish to keep, prior to these dates. Decorations that become unsightly or out of season will be discarded. Decoration Rules & Regulations are put in place for the safety of our Visitors and Staff and to help keep our cemeteries beautiful, sacred and peaceful for all.

Thank You for your understanding.

## **RULES & REGULATIONS**

### **DECORATIONS**

Artificial flowers only in the Mausoleums.

One American flag per grave for Memorial Day. Flags will be removed as per flag code.

One standard floral saddle is welcome on a monument.

Two non-ferrous, composite vases per monument base.

Bronze vases should be returned to the flush inverted position when not in use and during the winter months for safety purposes.

Any article placed in the cemetery in violation of the rules and regulations may be removed and discarded without notice.

#### ***Violations include but are not limited to:***

Temporary Markers	Flower planters, boxes & pots	Plantings of any kind
Urns	Statues and Figurines	Corner posts
Glass of any kind	Toys and stuffed animals	Trellises
Solar lights	Wooden or plastic crosses	Flags & Flag Holders
Fraternal symbols	Shepherd hooks	Crushed stone or wood chips

### **CARS & BIKES**

Speeds limits not to exceed 20 miles per hour.

No bicycles or motorcycles are permitted, unless they are attending a service.

## **MEMORIAL GUIDELINES & REGULATIONS**

All lot owners or anyone duly authorized to act for, or on behalf of lot owner(s) in accordance with Section 8 of the Religious Corporation Law of the State of New York, must secure from the Cemetery written approval of the design, size and lettering style.

### **Section 8 of the Religious Corporations Law of the State of New York**

#### **TITLE & RIGHT TO LOT OWNER**

The possession of a Certificate of Interment Rights or Deed by anyone other than the original purchaser does not guarantee ownership of or the right to use graves. Upon the death of the purchaser, the ownership of the lot is governed by Section 8 of the Religious Corporations Law of the State of New York: "Lots in such cemeteries shall be held indivisible, and upon the decease of a proprietor of such lot the title thereto shall descend to his heirs-at-law or devisees subject, however, to the following limitations and conditions: If he leaves a widow and children, they shall have in common the possession, care and control of such lot during her life. If he leaves a widow and no children, she shall have possession, care, and control of such lot during her life. If he leaves children and no widow, they or the survivor of them, shall in common have the possession, care and control of such lot during the life of the survivor of them. The parties having such possessions, care and control of such lot during the term, thereof may erect a monument and make other permanent improvements thereon. The widow shall have the right of interment, for her own body in such lot, or in a tomb in such lot and a right to have her body remain permanently interred or entombed therein, except that her body may be removed therefrom to some other family lot or tomb with the consent of her heirs. At any time when more than one person is entitled to the possession, care or control of such lot, the persons so entitled thereto shall designate in writing to the religious corporation which of their number shall represent the lot, and on their failure to designate, the board of trustees or directors of the corporation shall enter of record which of said parties shall represent the lot, while such failure continues. The widow may at any time release her right in such lot, but no conveyance or devise by any other person shall deprive her of such right."



## **APPROVALS**

Only approved Memorials may be installed.

Contact the cemetery office for a Memorial Installation Application before ordering a memorial.

Each section of each cemetery may have specific rules and regulations, or unique provisions. Any memorial with a non-religious design must also contain an appropriate religious design. Designs deemed offensive will be denied.

Submit the completed installation application with signature of lot owner and sketch/artwork and payment to the cemetery office for approval.

The cemetery is not responsible for memorials purchased without prior written approval.

Only one marker allowed per grave.

## **VETERAN MEMORIALS**

Veteran markers must conform to Cemetery regulations and specifications.

The VA requires the signature of a Cemetery official certifying that the marker is permitted on the unmarked grave of the deceased.

VA forms 40-1330 and DD-214 should be signed and returned to the cemetery with the completed Memorial Installation Application and installation fee.

## **AUTHORIZED VENDORS**

Authorized Vendors with proper Certificates of Insurance on file at the cemetery office may install memorials.

The cemetery does not accept deliveries from anyone other than Authorized Vendors.

Foundations are generally constructed as time and weather permits (Spring, Summer & Fall).

Monuments and grave markers remain the property of the lot owner. The Cemetery is not liable for maintenance and repair of monuments and grave markers.

## Markers

1. If an infant is interred in the same grave with an adult, an infant marker is permitted.
2. Only bronze markers are permitted in shrine sections and require a granite base.
3. All vases must be round and be made of bronze containing at least 85% copper.

### Size of Markers:

### Monument Section:

- Monument Flush Granite  
24" x 12" x 4" (or) 20" x 10" x 4" (Infant)
- Flush Bronze (Monument Lot)  
24" x 14"
- Veteran or matching 24" x 12" w/o vase
- Infant 18" x 9" or 16 x 8

### Shrine Section:

- Flush Bronze  
24" x 14" or 16" x 24"
- Double 44" x 14"

## Monuments

1. Only one monument is allowed per monument lot.
2. Completely axed bases are not permitted. Only margin bases are allowed.
3. The minimum width of any base must be 8 inches unless otherwise permitted. The minimum width of any die must be 8 inches unless otherwise permitted.
4. For crosses, the cut out shall not extend below the horizontal arms of the cross. A 5-foot-high cross with a 10-inch base is allowed on a four grave lot provided the overall height does not exceed 6 feet. Trinity bases on a cross shall be cut solid. The width of the base must be at least 16 inches.

### Monument sizes are as follows:

Lot	Minimum Base Size	Maximum Base Size	Overall Height or Base + Die
2 grave	2'8" x 1'2"	4'0" x 1'2"	36" to 42"
3 grave	2'8" x 1'2"	4'6" x 1'4"	36" to 42"
4 grave	3'0" x 1'2"	4'8" x 1'4"	36" to 42"
6 grave	3'0" x 1'2"	5'0" x 1'6"	36" to 46"
8 grave	3'6" x 1'2"	6'0" x 1'8"	36" to 46"
12 grave	4'6" x 1'4"	7'0" x 2'0"	36" to 54"

Please contact one of our Memorial Design Specialists to help answer any questions you may have, or to help you design a lasting legacy befitting of your loved one 518 – 350-7678 or [CMDC@ADCemeteries.org](mailto:CMDC@ADCemeteries.org).

## 2026 HOLIDAY SERVICE SCHEDULE

January 1 <sup>st</sup> (Thur.)	New Year's Day	Closed
March 18 <sup>th</sup> (Wed.)	Staff Development	Interments to arrive by 11am Closed @ 12pm noon
April 3 <sup>rd</sup> (Fri.)	Good Friday	Interments to arrive by 11am Closed @ 12pm noon
May 25 <sup>th</sup> (Mon.)	Memorial Day	Closed
July 4 <sup>th</sup> (Fri.)	Independence Day	Closed
September 7 <sup>th</sup> (Mon.)	Labor Day	Closed
October 21 <sup>st</sup> (Wed.)	Staff Development	Interments to arrive by 11am Closed at 12pm noon
November 25 <sup>th</sup> (Wed.)	Thanksgiving Eve	Interments to arrive by 11am Closed @ 12pm noon
November 26 <sup>th</sup> (Thur.)	Thanksgiving Day	Closed
December 11 <sup>th</sup> (Fri.)	Staff Christmas Gathering	Interments to arrive by 11am Closed @ 12pm noon
December 24 <sup>th</sup> (Thur.)	Christmas Eve	Interments to arrive by 11am Closed @ 12pm noon
December 25 <sup>th</sup> (Fri.)	Christmas Day	Closed
December 31 <sup>st</sup> (Thur.)	New Year's Eve	Interments to arrive by 11am Closed @ 12pm noon

<b>St. Agnes, Menands (SAM)</b> 48 Cemetery Ave, Menands, NY 12204 P: (518) 463-0134 / F: (518)284-4235  <b>SAM also manages the following cemeteries:</b>	<b>Most Holy Redeemer (MHR)</b> 2501 Troy-Schenectady Rd., Niskayuna, NY 12309 P: (518)374-5319 / F: (518)284-4235  <b>MHR also manages the following cemeteries:</b>
Calvary Cemetery – Glenmont	Immaculate Conception Cemetery – Watervliet
Holy Sepulchre Cemetery – Rensselaer	Holy Cross Cemetery – Rotterdam
Our Lady Help of Christians Cemetery – Glenmont	Our Lady of Angels Cemetery – Colonie
St. Jean de Baptiste Cemetery – Troy	St. Agnes Cemetery– Cohoes
St. John's Cemetery – Troy	St. Anthony's Cemetery – Glenville
St. Joseph's Cemetery – Waterford	Sts. Cyril and Method Cemetery – Rotterdam
St. Mary's Cemetery – Troy	St. John the Baptist Cemetery – Schenectady
St. Mary's Cemetery – Coxsackie	St. Patrick's Cemetery – Watervliet
St. Patrick's Cemetery – Catskill	St. Mary's Cemetery - Schenectady
St. Patrick's Cemetery – Coeymans	
St. Francis de Sales – Elka Park	

**Catholic Monument Design Center**  
*Located: Our Lady of Angels Cemetery*  
1389 Central Avenue, Colonie, NY 12205  
P: (518)350-7678  
[CMDC@ADCemeteries.org](mailto:CMDC@ADCemeteries.org)