



Our Lady of the Mission Parish Craigie WA,
COLUMBARIUM
General Conditions
Revised and Update July 2019

In these Conditions:

- *Parish* means Our Lady of the Mission Parish, at 270 Camberwarra Drive, Craigie, WA 6027.
- *Grantee* means the person or persons granted a *right*, by the *Management Committee*, to be Interred, not the applicant.
- *Columbarium* means the columbarium wall in which the *niche* is situated.
- *Niche* means the *niche* in the columbarium reserved for the use of the *grantee*.
- *Parishioner* means a member of the Parish.
- *Applicant* means the person who applies to reserve a *niche*.
- *Right* means the *right* referred to in Condition 9.
- *Fees* means all fees and charges.
- *Management Committee* means the executive committee i.e.: Chairperson, Secretary, Assistant Secretary, Treasurer and Assistant Treasurer, appointed by the Parish Priest of the *Parish* to manage the *Columbarium*.
- *Committee* means General Columbarium Committee i.e.: Executive Members, General Members and Maintenance Members, also appointed by the Parish Priest.
- *Tree of Life* means the tree shaped structure in the Columbarium to which a *Leaf* may be attached.
- *Jacob's Well* means the structure in the Columbarium for the permanent placement of ashes by the *grantee*.
- *Leaf* means the memorial *Leaf* which is placed on the *Tree of Life* by the *grantee*.
- These conditions include the *Columbarium*, The *Tree of Life* and *Jacob's Well*.

1. The Purpose of the Columbarium:

The *Columbarium* is a sacred place on the *Parish* property for the interment and remembrance, following cremation, of the ashes of Parishioners and their immediate family. It is intended especially for those who love and have an affinity with the *Parish*.

2. Authority:

The Parish Priest has the sole authority to determine who can be interred in a *niche* and in *Jacob's Well*. The Parish Priest also has the sole authority to allow inscriptions and memorial plaques to be installed on the exterior of the wall *niche* and *Leaves* placed on the *Tree of Life*. The Parish Priest will be assisted by the *Management Committee*, who will be the administrators of the *Columbarium*, the *Tree of Life* and *Jacob's Well*.

3. Those whose ashes may be interred in the Columbarium or in Jacob's Well include:

- A current or former *Parishioner* and their spouse.
- A *Parishioner's* Child, Parent or Sibling, including a Child, Parent or Sibling by adoption, or a person who is a member of the *Parishioner's* stepfamily.
- Special consideration may be given to any request made by any person who, through regular worship or past connection has a special affinity and love for this *Parish*.

4. The ashes will be placed in the Columbarium and in Jacob's Well in the following manner:

- The ashes to be interred in a *niche* will be placed in a specific container, provided by the *Management Committee*, which will be placed in a *niche* in the *Columbarium* walls. The *niche* will be sealed with a memorial plaque, to be provided by and approved by the *Management Committee*.
- The ashes to be interred in *Jacob's Well* will come directly from the Ashes Urn into *Jacob's Well* and will fall to the common underground space.
- The particular wall for interment may be selected by the *grantee*. The *Grantee* cannot select the position of the *niche*. If no specific request is made, the *Management Committee* will select the wall. The *niches* in each wall will be allocated sequentially by the *Management Committee*. The *Leaves* on the *Tree of Life* will also be allocated by the *Management Committee* and placed in a specific position by the *Management Committee*. The *grantee* may select either left or right *Tree of Life*.
- The rites of interment will be prescribed by the Parish Priest in accordance with the Roman Catholic forms of worship.

5. To ensure uniformity of appearance of the Columbarium walls and the Tree of Life and Our Lady's Grotto, the following conditions will apply:

- Each container will hold only the ashes of Cremation of one person. Ashes will be interred in a container with maximum dimensions of 210mm length x 210mm width x 85mm height, or such other dimensions as approved by the *Management Committee*.
- All memorial plaques will be held by the *Management Committee* until such time as they are needed by the *grantee*.
- *Management Committee* will instruct the *grantee* (family) where to take the memorial plaque for engraving.
- *Grantee* is responsible for the cost of engraving of the memorial plaque.
- *Grantee* is responsible for the cost of engraving of the *Leaf*.
- The wording for each individual plaque or *Leaf* may be supplied by the *grantee* (family). All wording must conform to the protocols as set out in the application form.
- No other objects may be placed in the *niche* with the container of ashes.
- No other objects may be placed in *Jacob's Well* with the ashes.

- No other objects may be placed on the *Tree of Life*.
- No other objects or flowers may be left in or around the *Columbarium* or Our Lady's Grotto.
- The *Management Committee* reserves the right to remove any flowers or objects placed in or around the *Columbarium* or Our Lady's Grotto, which it deems, distracts from the cleanliness and natural beauty of the *Columbarium*.

6. Fees for a Niche in the Columbarium:

- *Niches* may be reserved, and paid for in full, in advance.
- The grant of a *right* to inter ashes in a *niche* or in *Jacob's Well* and the cost of the procurement and installation and engraving of a memorial plaque or *Tree of Life Leaf*, will incur *fees*.
- All *fees* may be reviewed by the *Committee* from time to time and are subject to change without notice.
- An *applicant* may pay *fees* in advance on behalf of anyone who is eligible, according to the criteria listed in Condition 3.
- All *fees* received will become part of the consolidated funds of the *Parish* and accounted for as such.
- The *fees*, once paid, are non-refundable
- All *fees* must be paid in full before interment will occur.

7. Relocation of the ashes in the event of the closure of the Parish or the Parish Church.

While there is no current contemplation of the closure of the *Parish* at any time in the future, it is nevertheless acknowledged by the *grantee* that the *right* may be brought to an end by:

- The closure of the *Parish* (or it's relocation): or
- The destruction of (or serious damage) the property of the *Parish*.

In any such event the *Committee* shall notify the *grantee* and endeavour to make other arrangements with the *grantee* regarding the ashes.

8. Removing the ashes from the Columbarium after interment or removal of Leaf from Tree of Life:

Interment is intended to be a permanent arrangement.

- Requests, made by the family to remove the ashes from the *niche* will not be considered because the *Management Committee* considers interment in our *Columbarium* to be the last and final wishes of the *grantee*, which the *Management Committee* will uphold.
- *Leaves* cannot be removed from the *Tree of Life*.
- No ashes can be removed from *Jacob's Well*.

9. Grantee's Right:

Subject to these regulations and to the full payment of *fees* referred to in Condition 6, the *grantee* has the *right* –

- To have, depending on the option chosen by *grantee*, either:
 1. The ashes placed in, and a memorial plaque placed over, a *niche* in the *Columbarium*
 2. The ashes placed in *Jacob's Well*.
 3. A *Leaf* placed on the *Tree of Life*.
- The placement of the ashes in a *niche* or in *Jacob's Well* will be done by the Parish Priest, or his Assistant Priest, on behalf of the *grantee* and at the request of the *grantee*.
- The placement of a memorial plaque over the *niche* or the placement of a *Leaf* on the *Tree of Life* will be done by the *Committee* on behalf of the *grantee* and at the request of the *grantee*.
- The wording on the memorial plaque or *Leaf* is to be approved by the *Management Committee*.
- In the event that the container, provided by the *Management Committee*, does not hold all the ashes that are to be placed in a *niche* in the *Columbarium* wall, the *grantee* may place the excess ashes in *Jacob's Well*, at no extra cost.

10. Damage, loss or theft:

- The *Committee* is not responsible for any damage to, or deterioration of, or loss or theft of the ashes, memorial plaque or *Leaf*.
- If the *Columbarium* or *Tree of Life* are damaged or destroyed, the *Committee* may rebuild the *Columbarium* or the *Tree of Life* in their original position or in any other position in the grounds in which it is presently erected. The *Committee* will then place the ashes in and a memorial plaque over a *niche* in the new *Columbarium* or a *Leaf* on the new *Tree of Life*.

11. Transfer of the *right* of the *grantee*:

- Transfer of the *right* of the *grantee* is only permitted to immediate family members i.e. Son or Daughter, Brother or Sister or Parent. No other transfer of *right* will be considered by the *Management Committee*.

12. Resale of Niches:

- Once a *niche* is purchased by the *grantee* it cannot be re-sold on to any third party.

The Parish Priest and the *Committee* has the right to review and alter these conditions if, after consultation, it is deemed appropriate for the Parish to do so.