**ETERNAL HOMES CEMETERY RULES**

**DECEMBER 2020**

**GENERAL**

1. All grave owners, visitors and employees of EternalHomes Cemetery shall be subject to these rules and regulations. EternalHomes Cemetery reserves the right to alter these rules and regulations from time to time, without prior notice and any amendments must be adhered to.

2. Eternal Homes Cemetery is a private Cemetery owned and operated in accordance with the laws of the Federal Republic of Nigeria and Oyo State. The Cemetery reserves the right to refuse admission to the Cemetery and to refuse the use of any of the Cemetery facilities at any time, to any person(s) whom the Management may deem objectionable to the best interests of the Cemetery. The Cemetery is intended for the burial of people of all races, ethnicity, faiths and cultures without bias and discrimination.

**OPENING TIMES**

3. Eternal Homes Cemetery is open every day of the year except on Nigerian National and Public Holidays. The Cemetery is open from 10am to 5pm Monday to Friday and from 11am to 4pm Saturday and Sunday. The Office located at the Cemeteryalong Km 11, Ibadan-Oyo Express Road is opened from Monday to Friday from 9.30am until 5pm but closed at weekends and holidays.
Appointments can be made by calling **08023047644**.

**OWNERSHIP OF GRAVES**

4. The following rules shall apply in respect of ownership of graves at Eternal Homes Cemetery:

a. No grave shall be sold in common ownership or joint ownership. Title must stand in one name.

b. No grave shall be used for any other purpose than for the burial of the human dead.

c. The Cemetery disclaims all responsibility for loss or damage from causes beyond its reasonable control and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, explosions, insurrections, or order of any military or civil authority whether the damage be direct or collateral other than as herein provided.

d. Grave owners are granted the right of internment in their graves. The Cemetery reserves the right to refuse to permit the interment of anyone who was not at the time of death the owner of the grave or a relative of the owner by blood or marriage.

**CORRECTION OF ERRORS**

5. The Cemetery reserves and shall have the right to correct any errors that may be made by it either in making interments, dis-interments or removals or in the description, transfer or conveyance of any interment property.

**CARE OF GRAVES**

6. The Cemetery will give such care as it can, the care to consist of cutting the grass and the general preservation of the grounds. The general care assumed by the Cemetery shall in no case mean maintenance, repair or replacement of any vase, basket, flowers or other objects placed on the grave.

**BURIALS**

7. The following rules shall guide burials in Eternal Homes Cemetery:

a. The Death Certificate or Coroner’s Order for Burial must be delivered to the Secretary before the burial. If you do not deliver the Death Certificate or Coroner’s Order for Burial to the Secretary, the burial will not take place EXCEPT in exceptional circumstances.

b. Each individual body must be brought into the Cemetery in a separate coffin, casket or shroud. The exceptions are where a mother dies in childbirth (when both mother and baby can be in the same coffin) and when twins or multiple births die during childbirth (when the babies may be in the same coffin). Other exceptions are at the discretion of the Secretary.

c. No interment of two or more bodies shall be made in one grave except in the case of a parent and infant or two infants buried in one casket. Special care must be taken to properly mark the grave with the individuals’ names when two bodies such as a parent and infant or two infants are interned in the same grave.

**SAFETY AND CONDUCT OF VISITORS**

8. Visitors are expected to behave in a quiet and orderly manner. Inappropriate conduct, which is prohibited, includes but is not limited to:

(a)  Creating any disturbance or committing any nuisance.

(b)   Interfering with any burial taking place.

(c)   Drinking alcohol, holding picnics or barbeques.

(d)   Smoking.

(e) Distributing literature or other advertisements or undertaking any business activity without permission.

(f)  Sunbathing, jogging, rollerblading, skating or playing any sport or games.

(g)  Bringing in a bike, moped, or bicycle or using a scooter, skateboard, or skates.

(h) Damaging, destroying, climbing any tree or plant, headstone, monument, memorial, grave, wall, fence or any other property within the Cemetery

(i) Picking flowers or foliage.

(j) Littering or leaving any refuse apart from in the binsprovided.

(k) The playing of any musical instrument or any device used to generate or amplify sound, except as permitted at funeral services.

(l) Obstructing any member of staff or volunteer.

 (m) Climbing on or under any monument.

9. Group visits are permitted by appointment only.

**PHOTOGRAPHY AND FILMING**

10. Photography is allowed for personal use only. However, whether for personal use or otherwise, a permit must always be obtained for projects involving:

a. Special equipment such as lighting or screens. Tripods are allowed, but must not be used on tours.

b. Posed subjects, fashion shoots, music videos or subjects with a supernatural element (but permission is most unlikely to be granted).

c. Funerals or people visiting graves (but permission is unlikely to be granted)

d. Guided tours or other events.
e. Commercial photography.
f. Making films or videos.

11. Requests for a permit must be submitted at least two weeks in advance. Permission to photograph or make any sound or video recordings is granted at the discretion of the Chief Executive.

**CHILDREN**

12. For their own safety, children under 12 years old are not permitted into the Cemetery unless they are in the care of a responsible adult. Children must be supervised at all times.

**DOGS**

13. Dogs are not permitted into the Cemetery with the exception of assistance dogs.

**GRAVE PASSES**

14. Passes are issued to registered grave owners, granting permission to visit the owned grave(s) during opening times. Passes do not confer any right to wander around the Cemetery. The pass must be shown on entry.

**VEHICLES**

15. Grave owners are not allowed to bring their cars into the Cemetery. Parking is available in front of the cemetery.Golf Carts are available for movement within the Cemetery at a fee. The Cemetery speed limit is 5mph and pedestrians have priority at all times.

**BURIALS BOOKING TIMES**

16. Applications for burial should be made to the Secretary between the hours of 9.30am and 5pm, Monday to Saturday. No service is available outside office hours.

**NOTICE OF INTERMENT**

17. The completed Interment Notice must be delivered to the Secretary at least five working days before the planned day of the burial. The coffin or casket sizes must be confirmed in writing.

**FEES**

18. No interment of a body will be made in a grave which is not fully paid. All fees and charges must be paid at least a working day before the burial. We prefer payment by bank transfer. We do not accept large sums in cash.

**ARRIVING AT THE CEMETERY**

19. The time booked for a burial is the time that the cortegeis due to arrive at the Cemetery entrance. This is essential to avoid disruption to other funerals. If the cortege arrives early or late, the funeral must wait until it is convenient to continue, as directed by Cemetery staff.

**SIZE AND STRUCTURE OF THE COFFIN**

20. For burial purposes, coffins must be made of wood, metal, wicker or cardboard and Shrouds for Muslims.

**OPENING GRAVES**

21. A grave or vault may only be opened with the written permission of the registered owner(s) unless the burial is to be that of the said registered owner. The name of the deceased as shown on the Death Certificate or Coroner’s Order for Burialmust be exactly the same as the name on the Application for Interment submitted to the Secretary. This is to ensure that the correct person is buried in the grave. Any variation in the names must be explained and confirmed by Statutory Declaration before the burial. Please note that when a registered owner dies, the ownership does not automatically pass to the next of kin. Free advice on how a transfer of ownership may be arranged is available upon request.

**PRODUCING THE GRAVE DEED**

22. We have the right to demand to see the Grant of Exclusive Right of burial when asked to open the grave.

**CONTACT DETAILS**

23. Grave owners must keep the Cemetery advised of any change of address in writing, such notice to be signed by the registered owner.

**TRANSFER OF TITLE**

24. Written consent must be obtained from the Secretary for any sale, transfer or assignment by grave owners. Eternal Homes Cemetery will buy back unused graves at their original costs.

**SOIL BOX**

25. We have the right to put soil boxes on graves (next to those that need to be opened for a burial) without notice. We will remove the soil box after the burial and restore the grave to its original condition as soon as possible.

**MOVING MEMORIALS AND FLOWERS**

26. When digging graves in certain areas of the Cemetery, we may need to move memorials and flowers from surrounding graves without notice to make room for equipment. This is a health and safety requirement. We will replace memorials in their correct position as soon as possible after the burial.

**MEMORIALS**

27. Memorial work must only be undertaken with a permit issued by Eternal Homes Cemetery and subject to the payment of all appropriate fees. Workmen employed in placing or erecting memorials and other structures or materials shall operate as independent contractors but must do so under the permission of Eternal Homes Cemetery Management. Memorials may not be erected or altered without our approval. Detailed regulations governing the design and fixing of the differing memorials permitted are available upon request.

28. All memorials are erected at the owner(s) risk. We may not allow a memorial into the cemetery or allow one to be erected unless you accept that it is at your own risk. We are not responsible if the memorial is damaged.

29. You must keep memorials in a good repair and safe condition. Should you fail to do so, Eternal Homes Cemetery is allowed to repair or remove any monument as it sees fit in its absolute discretion, and the grant of the right of burial may become void.

**ITEMS ON GRAVES**

30. Natural decorations such as potted plants in an approved plant stand, cut flowers and evergreen wreaths are permitted. However, artificial decorations such as silk flowers are not permitted on graves. The Cemetery Management has the right to remove any or all of the following decorations when deemed necessary without notice:

a. Fragile items (e.g. glass, ceramic or plaster statues, vases, picture frames etc).

b. Trinkets, wind chimes, soloar lights etc.
c. Tools, cleaning products and containers.

d. Conifers, shrubs or other spreading/large plants without priorapproval.

e. Coping, curbing, fencing, hedging, borders, and enclosures of any kind.

f. Brick, cinders, tile, terra cotta, sand, cement, gravel or wood.

g. Naked flames (except candles within a fireproof container).

g. Gravel, stone or glass chippings, except slate.

This is not an exhaustive list. If you are in any doubt, please contact the office.

31. Permitted items are left at the owner(s) risk. Eternal Homes Cemetery cannot be held responsible for loss or damage due to anything (except the deliberate actions of our own staff), including wildlife, extreme weather, cemetery visitors or accidental damage during landscape maintenance.

**PESTICIDES**

32. Eternal Homes Cemetery does not allow the use of pesticides.

**FLORAL TRIBUTES**

33. Wreaths and floral tributes will be removed from graves two weeks following the interment except when arrangements to the contrary have been made. All other dead flowers will be removed from time to time.