Oak Ridge Cemetery Interment Record

Deceased — Full Name — M/FM — Male or Female

Last Residence — Last Street Address — Veteran — Yes / No

City , State Zip Code — Service — Branch of Service (i.e. Army)

Block — Block, LC, Chapel or Abbey — Choose — Lot, Columbarium or Corridor — Choose — Grave #, Crypt or Niche Letter — Choose — Sect / Tier — Choose — Range / Row

Location of Cremation on grave — Cremation @ the head, middle or foot

Name of Lot Owner — Name of the individual(s) that purchased the lot

Date of Birth — Month, Day and Year of Birth — Date of Death — Month, Day and Year of Death — Age — Age at time of death

Day & Date of Burial — Day of the week, Month, day and Year of burial — Time — Time at Cemetery — At — Grave, Gate or Chapel where will you be at service time?

Receptacle — **ORC Staff only** — ORC Staff only — Vault — Size — Outside Vault dimension — ORC Staff only

Funeral Home — ORC Staff only — Funeral Home in Springfield — Funeral Home (Out) — Funeral Home outside of Springfield

Pall Bearers: There is a charge of between $100 to $200 per pall bearer. This cost is payable by the **funeral home**.

Oak Ridge Cemetery staff Pall Bearers requested: Yes/No — # Requested — # Requested 1-6

Next of Kin — Name of Next of Kin — Relationship — Next of Kin relationship to deceased

Address — Stree Address of Next of Kin — Phone # — Next of kin telephone

City , State Zip Code — Phone # — Next of kin telephone

Charge to — Family or Funeral Home to pay charges? — Per — Funeral Director / Family

Special Instructions — Any special directions for service — ORC Tent and Chairs — Yes/No

Waiver

I certify that I have the right to make this authorization, I waive the right to verify the interment location. I understand that by waiving my right to verify the grave location I will be held responsible for any additional charges that may occur regarding this burial and agree to hold Oak Ridge Cemetery blameless because of said authorization.

Signed* _____ Date _____

Notary: Subscribed and sworn before this _____ day of _____, 2016

Notary Stamp

_____
Notary signature

Oak Ridge Cemetery Charges and Requests

Lot Charges:		New lot charges and description				$	Cost of lot(s)
Interment	Receipt	UI Receipt #	For charge description outside of normal hours		For UI	$	Cost of Interment
Vault	Receipt	UI Receipt #	ORC Vault Purchase description	Color of Vault	For UI	$	Cost of Vault
Pall Bearers	# Requested	# Pall bearers requested	Cost			$	The # of Pall bearers x's the cost
$100 per pall bearer Monday thru Friday. $200 for per pall bearer on holidays or weekends.							
Other Charges		Special Charge Description				$	Cost
					Total	$	Sum of charges
					UI & Payment Amounts	$	Payments made
					Amount Owed	$	Total owed by Family or Funeral Home

Family Number _____ ORC Staff Only!! Burial Card ☐

ICOD # _____ Lot Card ☐