



# *Olathe Memorial Cemetery*

## *Helpful Assistance for Funeral Planning*

Olathe Memorial Cemetery and its staff realize the great burden that the death of a loved one has on families. It is our mission to help you through the process by offering the following list to help guide you through the steps needed to plan the funeral when a death has occurred.

### **People you may need to contact:**

- ▶ Funeral home or crematory
- ▶ Cemetery
- ▶ Church or minister
- ▶ Relatives, friends, acquaintances  
(May need to arrange accommodations for out-of-town guests)
- ▶ Employers and schools of those attending the service
- ▶ Arrange for childcare, if needed
- ▶ Insurance companies
- ▶ Veterans association
- ▶ Member organizations
- ▶ Family attorney and executor of will
- ▶ Notify utilities, landlord and post office if deceased was living alone

- ▶ Check on all debts and installment payments, including credit cards
- ▶ If Social Security checks are automatic deposit, notify bank of the death

### **Items to bring to Funeral Home or Crematory:**

- ▶ Deceased personal information for death certificate (Social Security Administration 1-800-772-1213)
- ▶ Life insurance certificates (Social Security, credit union, trade union, fraternal and military)
- ▶ Clothing for deceased
- ▶ Obituary information
- ▶ Photo of deceased
- ▶ Veteran information (discharge paperwork)

## *Helpful Assistance for Funeral Planning (Con't)*

### **Possible decisions to make for funeral home:**

- ▶ Amount to spend on service/arrangements
- ▶ Choose cemetery or memorial garden
- ▶ Choose your casket or urn
- ▶ Order tent and chairs if desired
- ▶ How many copies of death certificate
- ▶ Choose outside burial container
- ▶ Select pallbearers
- ▶ Choose music for service
- ▶ Choose readings for service
- ▶ Prepare eulogy
- ▶ Types of floral/plant arrangements  
(arrange for disposition of flowers after funeral)
- ▶ Will there be military honors
- ▶ Set up memorial fund (church, hospice, charity, or school)

### **Cemetery Arrangements:**

- ▶ Meet with Cemetery Staff for information and pricing
- ▶ Select burial/cremation space
- ▶ Pay fee for opening and closing the grave
- ▶ Order final date on existing monument
- ▶ If no existing monument, design and order monument

***Olathe Memorial Cemetery***  
***Funeral Homes***  
***and Crematories***



***Local Funeral Homes***

***Mc Gilley & Frye Funeral Home  
and Crematory***

105 E Loula St.  
Funeral Home - (913) 782-0582  
Crematory - (913) 782-0582  
Olathe KS (913) 782-0988

***Penwell-Gabel Funeral Home***

14275 S Blackbob Rd.  
Olathe, KS (913) 768-6777

***Area Funeral Homes***

***Porter Funeral Home & Crematory***

8535 Monrovia St.  
Lenexa, KS (913) 438-6444

***Charter Funerals***

10250 Shawnee Mission Pkwy.  
Shawnee, KS (816) 921-5555

***Newcomer's DW Sons Funeral***

8201 Metcalf Ave.  
Shawnee Mission, KS (913) 544-0400

***Amos Family Funeral Home & Crematory***

10901 Johnson Dr.  
Shawnee, KS (913) 631-5566

***Overland Park Chapel***

8201 Metcalf Ave.  
Overland Park, KS (913) 648-6224

***Alden-Harrington Funeral Home***

214 Oak St.  
Bonner Springs, KS (913) 422-4074

***Cedar Crest Memorial Chapel***

PO BOX 101  
De Soto, KS 66018 (913) 583-1002

***Maple Hill Funeral Home***

3300 Shawnee Dr.  
Kansas City, KS (913) 831-3345

## *Funeral Homes and Crematories (Con't)*

### ***Muehlebach Funeral Home***

6800 Troost Ave.  
Kansas City, MO (816) 444-2060

### ***Chapel Hill Memorial Gardens***

701 N 94th St.  
Kansas City, KS (913) 334-3366

### ***Slider Funeral Home***

1734 Washington Blvd.  
Kansas City, KS (913) 573-2020

### ***Highland Park Funeral Home***

3801 State Ave.  
Kansas City, KS (913) 371-0699

### ***Porter Funeral Homes***

1835 Minnesota Ave.  
Kansas City, KS (913) 621-6400

### ***Cremation Society of Kansas & Missouri***

5561 NW Barry Rd.  
Kansas City, MO (816) 822-9888



# *Olathe Memorial Cemetery*

## *Cemetery Fees*

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### **Burial Lots**

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Standard Lots:*	\$1000.00 – \$1295.00
Infant Memorial Lots:**	\$200.00
Cremation Garden Lots: (includes interment fee, marker, and engraving)	\$700 – \$2500.00
<b>Memorial Wall:</b>	\$700.00

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### **Interment Fees** (Opening and Closing)

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#### **Full-size burial**

Monday – Friday \$945.00

#### **Cremation burial (includes urn vault)**

Monday – Friday \$675.00

Additional cremation burials in a full-size space \$500.00 for each additional burial

#### **Infant burial (0–18 months)**

Monday – Friday \$425.00

#### **Weekend and Holiday burials**

Saturday \$265.00 additional

Sunday \$415.00 additional

Holidays \$565.00 additional

NOTE: Fees do not include tent and chairs.

\* Standard sized lots located in the cemetery may be used for full-size burials or cremated remains. If more than one cremation burial is to be interred in a full-size space, an extra burial right will be assessed in the amount of \$500.00 in addition to the interment fee.

\*\* Infant Memorials in this area are 12" x 24" maximum size, flat grass markers for mowing purposes.

*Olathe Memorial Cemetery*  
*City of Olathe*  
*Parks and Recreation*  
*Department Policy*



Department Policy: PR-13

SUBJECT: Placement of Memorials and Markers in Olathe Memorial Cemetery      EFFECTIVE DATE: January 1, 2010

APPROVED BY: Kevin Corbett      SUPERSEDES: January 1, 2006

**1.0 PURPOSE:**

To establish rules and regulations for placement of memorials and markers in the Olathe Memorial Cemetery.

**2.0 GUIDELINES**

2.1 Placement of markers or memorials on any gravesite in the Olathe Memorial Cemetery require approval of the Cemetery Supervisor.

2.2 Memorials or markers must meet the specifications as set forth in Section 3.0 below.

2.3 All rules and regulations set forth herein shall apply to Olathe Memorial Cemetery or any party contracted to install a memorial or marker.

**3.0 MEMORIAL OR MARKER SPECIFICATIONS**

3.1 Any memorial or marker to be placed in Olathe Memorial Cemetery shall be of a bronze, granite or marble composition and shall be of standard commercial grade and manufactured by a commercial company ordinarily engaged in the manufacture of memorials or markers for placement on gravesites.

3.2 Any memorial or marker substantially deviating from the requirements or materially damaged, marred or defaced prior to installation shall not be permitted to be placed in Olathe Memorial Cemetery.

3.3 The memorial or marker, with its accompanying foundation, proposed to be placed on any gravesite shall not exceed the size of that gravesite.

#### **4.0 FOUNDATIONS AND MEMORIAL/MARKER INSTALLATION**

4.1 Before the placement of any memorial or marker on any gravesite in Olathe Memorial Cemetery, a foundation must be prepared in accordance with the requirements and specifications for foundations set forth in Section 4.2.

4.2 All foundations for memorials or markers to be placed in Olathe Memorial Cemetery shall be prepared in accordance with the following specifications:

a. The foundation shall be centered in relationship to the center of the end of the vault at which the memorial or marker is to be installed. The gravesite lot shall be physically probed in order to make this determination.

b. Where a single memorial or marker is to be used to commemorate two gravesites, the foundation shall be centered between the two gravesites to the extent possible.

c. All foundations shall be laid out so the memorials or markers will be in alignment with the other foundations and memorials or markers in the same lot row.

d. The measurements of the foundation excavations shall be eight inches wider than the width of the memorial or marker and eight inches longer than the length of the memorial or marker in order that a grassband of four inches will extend beyond the entire length and width of the memorial or marker after it has been installed.

e. Foundation excavations for memorials or markers which will lie flat with the ground surface shall be dug at a depth of approximately eighteen inches and such depth shall be consistent throughout the excavation, including the area to be excavated for the grassband.

f. The depth of the excavation for the foundation for an upright memorial or marker shall be approximately one-half the height of said upright memorial or marker, with a maximum depth excavation of eighteen inches.

g. Piers approximately seven inches in diameter and ten inches deep shall be sunk below the base of the foundation excavation. Piers must be located on the sides of the excavation in approximately the center. In addition, if the lid of the vault(s) is below the base of the foundation excavation, two additional piers shall be sunk, each approximately seven inches in diameter, from the vault(s).

h. The excavation, and all piers dug from the base shall be filled with cement and finished and the installation of a flat memorial or marker shall be made so that the top is no more than six inches above the ground level.

4.3 Preparation of the foundation for any memorial or marker to be placed on any gravesite in Olathe Memorial Cemetery and the installation of memorial or marker shall be scheduled with the Cemetery Supervisor. The party desiring to install a memorial or marker shall give at least three (3) days notice to the Cemetery Supervisor and such installation may then be scheduled.

4.4 If any party desiring a memorial or marker to be placed in Olathe Memorial Cemetery retains Olathe Memorial Cemetery for installing the memorial or marker, Olathe Memorial Cemetery shall make a charge at the current installation rate as set forth in the contractor's price agreement, or such price as the Parks and Recreation Department shall, by duly authorized amendment to these Rules and Regulations, adopt.

4.5 If the installation of any memorial or marker in Olathe Memorial Cemetery is being done by a party other than Olathe Memorial Cemetery, personnel of Olathe Memorial Cemetery shall inspect the foundation prior to the placement of the memorial or marker, and no memorial or marker shall be set in place until specifications have been met. Further, after the placement of the memorial or marker, Olathe Memorial Cemetery shall reinspect the gravesite to determine that the memorial or marker was installed properly. The completion of the foundation shall not detract from the standard and usual appearance of gravesites in Olathe Memorial Cemetery.

4.6 Removal of all excavated dirt and clean up of the gravesite shall be performed in a quality manner, by the party installing the memorial or marker.



## **5.0 INSPECTIONS**

5.1 If upon inspection, the installation of the memorial or marker deviates from the specifications set forth, Olathe Memorial Cemetery shall give notice to the installer requiring corrections needed to comply.

## **6.0 THIRD PARTY INSTALLATION**

6.1 A third party proposing to install a memorial or marker in Olathe Memorial Cemetery shall furnish evidence to Olathe Memorial Cemetery that its employees or agents are covered by Worker's Compensation Insurance and that it carries public liability insurance for installation of memorials or markers.

*Olathe Memorial Cemetery  
Cemetery/Lot Burial Rights  
Transfer Application*



(Print or type and attach additional sheets if necessary, fully answering the following questions.)

Date: \_\_\_\_\_

Name of Petitioner(s)	Complete Address	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

Olathe Memorial Cemetery: Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

List the number of available spaces by giving the space numbers (note: only available spaces are transferable): \_\_\_\_\_

1. Are you the lot owner? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, skip to question 7).
2. Name of lot owner(s) on record. (If there is more than one lot owner on record, please attach on additional sheets of paper the same information below on each one):  
\_\_\_\_\_
3. Is the lot owner(s) living? \_\_\_\_\_ Yes \_\_\_\_\_ No Spouse living? \_\_\_ Yes \_\_\_ No
4. If lot owner (s) is deceased, was there a Last Will and Testament? \_\_\_ Yes \_\_\_ No  
**(Please attach a copy)**
5. Relationship to the lot owner (s): \_\_\_\_\_  
Spouse \_\_\_\_\_ Executor of Estate \_\_\_\_\_ Power of Attorney \_\_\_\_\_ Heir \_\_\_\_\_ Other \_\_\_\_\_
6. **List all surviving heir(s) of lot owner: spouse, children, grandchildren, greatgrand-children, etc.:**

Name, Relationship and Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTE: If there are no direct heirs (spouse, children, grandchildren, great-grandchildren, etc.), indirect heirs (parents, siblings, nieces, and nephews, etc.), may inherit the burial rights: however, the petitioner (s) must demonstrate beyond a reasonable doubt that they are appropriate heirs. The petitioner(s) must show that no other living person is more closely related to the lot owner of record.

7. List the names(s) of the individual(s) who the vacant spaces will be transferred to:  
NAME ADDRESS STATE ZIP CODE WHICH SPACE#?

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**All persons with rightful owner-interest must agree to cemetery lot/burial rights transfer request and will need to attach a notarized statement(s) stating they have no objections to the transfer.**

I certify that the information provided on this form and all of its attachments is truthful, accurate and complete to the best of my knowledge, understanding and ability. I understand that any false information will null and void any transactions which have been made as a result from the information provided.

_____	_____
Petitioner	Date
_____	
Petitioner	
_____	
Petitioner	
_____	
Notary Public	

PLEASE RETURN FORM AND  
ALL ATTACHMENTS TO:

City of Olathe  
C/O Cemetery Office  
P.O. Box 768  
Olathe, Kansas 66051-0768  
Email [bnilges@olatheks.org](mailto:bnilges@olatheks.org)  
Office Phone: (913) 971-5226  
Office Fax: (913) 971-5092  
<http://cemetery.olatheks.org>

***Surviving Heirs  
Notarized Statement***  
*Cemetery/Lot Burial Rights Transfer*  
Olathe Memorial Cemetery



Date: \_\_\_\_\_

I

\_\_\_\_\_

(Name)

\_\_\_\_\_

(Address)

\_\_\_\_\_

(City/State/Zip)

being a/the surviving heir to the \_\_\_\_\_ estate,  
relinquish all claims to the burial lot(s) located in the Olathe Memorial Cemetery  
described as:

Addition: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Space: \_\_\_\_\_

and transfer full ownership to:

\_\_\_\_\_

(Name)

\_\_\_\_\_

(Address)

\_\_\_\_\_

(City/State/Zip)

on this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

\_\_\_\_\_  
Surviving Heir's Printed Name

\_\_\_\_\_  
Surviving Heir's Signed Name

\_\_\_\_\_  
Notary Public

Please obtain Notary and return completed form for each surviving heir to:

Olathe Memorial Cemetery  
c/o Brian Nilges, Cemetery Manager  
P.O. Box 768  
Olathe, KS 66051



# *Olathe Memorial Cemetery*

## *Policies and Information*

### *General Information*

#### **General Information:**

- The cemetery expressly disclaims all responsibility for loss or damage from causes beyond its reasonable control including but not limited to thieves, vandals, acts of God, explosions, unavoidable accidents of war, whether direct or indirect. In particular, the cemetery assumes no responsibility for memorials, flowers, decorations, vases, urns, or other property on any interment space. Owners should make arrangements with their personal insurance carriers regarding any personal property such as memorials, vases and urns that are at the cemetery.
- No person shall be permitted to enter or leave the cemetery except by cemetery access roads.
- Any person found in the cemetery after closing hours will be considered a trespasser.
- All persons in the cemetery shall conduct themselves with proper decorum, and at the discretion of the cemetery, anyone may be removed from the cemetery for any breach of this rule.
- No vehicle shall be driven in the cemetery at a speed greater than 10 MPH. All vehicles shall be restricted to the roads and shall drive and park on the right side. No undue noise shall be permitted in operating a vehicle through the cemetery, and only licensed drivers may operate vehicles within the cemetery.
- The cemetery reserves the right to exclude any or all vehicles from the cemetery on Memorial Day or other holidays or for any special event when it is deemed necessary. The cemetery also reserves the right to exclude any vehicle, which might cause any damage to the roads within the cemetery.
- No pets shall be allowed outside of vehicles in the cemetery except for dogs used by the blind.
- No drinking, picnicking, loitering, skating, hunting, trapping, fireworks or participation in any sport event or game activities is permitted within the cemetery.
- No minors are permitted in the cemetery unless accompanied by their parent or guardian.
- The cemetery may refuse admission to or eject anyone who is not an owner or a visitor to an interment space.
- Visitors and owners must not engage, pay or request special assistance or services from cemetery employees working on the cemetery grounds. All orders, inquires and complaints must be addressed to the cemetery office.
- All persons are reminded that the cemetery is devoted to the burial of the dead and that the provisions and penalties provided by the statute will strictly be enforced in all cases of injury, disturbance or disregard of the rules.

## *Policies and Information (Con't)*

### *Decorations*

#### **Decorations:**

- During the mowing season, decoration of grave spaces and lawn crypts with cut or artificial flowers may be made only in an approved vase integrated with or adjacent to the memorial. The cemetery will remove and dispose of any and all decorations one week after Mother's Day, Father's Day, Memorial Day, and at such times as the cemetery determines necessary in order to mow or otherwise maintain the cemetery. No glass jars, bottles, tin cans, crockery, wires, earthenware pots or other containers are permitted.
- Artificial wreaths and boxes will be permitted as a grave decoration during the non-growing season (November to March), and on Mother's Day, Father's Day, Easter and Memorial Day.
- No planting will be permitted except as authorized by the cemetery.
- The cemetery may remove, without notice or consent, any planting, decoration or other object placed on or about any interment space which the cemetery determines to be improper, unsightly or dangerous to persons or equipment. The cemetery assumes no liability for damage, removal, or storage.
- No enclosure of any kind such as a fence, coping, hedge or ditch shall be permitted around any grave space or lawn crypt. No grave space or lawn crypt shall be raised above the established grade.
- The owner, or family of a deceased owner, shall turn all vase units into the ground after November 1st, and remove all decorations. The cemetery assumes no responsibility for ice damage to vase units.
- All persons are strictly prohibited from picking flowers, removing trees or shrubs, making any alterations to any property within the cemetery, or in anyway defacing or damaging the cemetery.

# *Policies and Information (Con't)*

## *Monuments*

### **Monuments:**

- Monuments can be purchased from Olathe Memorial Cemetery, or any licensed monument dealer. They will then need to contact the cemetery before placement of the monument. Monuments shall be of granite, marble, or bronze composition and not exceed the size of the grave with a four-inch collar allowed for the foundation. Monument foundations can be installed at the rate of \$1.25 per square inch of the foundation, which needs to be 4 inches longer and wider than the monument.
- The City of Olathe will have the right to reset any monuments which are deemed detrimental to the appearance of the grounds or which shall prevent proper care of the lot.
- All monument companies must adhere to all the administrative regulations regarding “Placement of Memorials and Markers in Olathe Memorial Cemetery” (Administrative Regulation No. PR-13)

Monument information can be obtained by contacting the cemetery office. Monuments must be paid in full at the time that the order is placed and the proof is approved.

### **Veterans Circle:**

Earl Collier Post # 153 of the American Legion 410 E. Dennis Olathe, KS 66061.

- Individuals wanting to be buried in this plot must contact the post and verify that they have an honorable discharge from the military. The internment space is free, but families must pay for grave opening, closing, and foundation work involved in setting of government-issued markers.

Mailing Address:  
City of Olathe  
C/O Cemetery Office  
P.O. Box 768  
Olathe, Kansas 66051-0768  
Email [bnilges@olatheks.org](mailto:bnilges@olatheks.org)  
Office Phone: (913) 971-5226  
Office Fax: (913) 971-5092  
<http://cemetery.olatheks.org>