



# Lake Junaluska

## **Lake Junaluska Columbarium and Garden of Memory** Policies and Procedures

*The mission of Lake Junaluska is to be a place of Christian hospitality where lives are transformed through renewal of soul, mind and body.*

# **Lake Junaluska Columbarium and Garden of Memory**

## **Policies and Procedures**

The Lake Junaluska Columbarium is located in the Room of Memory at Memorial Chapel. A Garden of Memory adjacent to the Room of Memory on the lakeside has also been dedicated as an area for scattering cremated human remains back into the earth.

The Columbarium and Garden of Memory stand as a reminder that those who have gone before us are not forgotten and have found peace and rest with God. We offer this place of comfort at the end of life for all who love Lake Junaluska.

## **Overview**

The *Columbarium* is housed in the Room of Memory adjacent to Memorial Chapel, and is called The Room of Memory Columbarium.

A *Columbarium Niche* is the term used for the space into which the cremated human remains are placed and sealed. The niches in the columbarium may be used for one or two persons.

The *Garden of Memory*, an area adjacent to the Room of Memory enclosed by a stone wall, serves as a dedicated place for cremated human remains to be scattered.

An *Urn* is a sealed container holding the cremated remains of a person that is placed in a niche.

*Inurnment* means the placement of an urn or urns containing cremated human remains in a niche.

## **Oversight**

The Columbarium and Garden of Memory belong to Lake Junaluska Assembly and all the records related to them shall be maintained by Lake Junaluska Assembly. The Office of Development coordinates the proper use and care of the Columbarium and the Garden of Memory under the direction of the Executive Director of Lake Junaluska Assembly. The original Certificate of Reservation will be on file in the Office of Development. A copy of the certificate will be provided to the purchaser. A copy of the policies and procedures and a copy of the Certificate of Reservation will need to be maintained by the spouse or family/legal representative. The holder of the Certificate of Reservation is obligated to keep the Office of Development notified of his or her current address, phone number, email address and any other related information.

### **Reservation for Niches and Scattering Rights**

An application form must be submitted to Lake Junaluska Assembly for the purchase of niches and for scattering ashes in the Garden of Memory. Applicants may request to purchase specific niches either individually or in groups. If a group purchase is requested, there must be a separate application for each niche and a Certificate of Reservation will be issued for each niche. Niches may be single or double. The capacity of each niche is limited to the cremated remains of two persons.

A Certificate of Reservation will be issued, for each niche or the right to scatter ashes, upon full payment of fees and in accordance with Lake Junaluska Assembly Columbarium and Garden of Memory policies and procedures. When a niche is paid in full or a deposit is made, the actual location will be selected from the available niches.

The legal title to the Columbarium and all niches contained therein, as well as the Garden of Memory, shall at all times remain the property of Lake Junaluska Assembly. No property rights are created by or transferred as a consequence of the Certificate of Reservation. Payment for niches in the Columbarium and/or space in the Garden of Memory involves no ownership in the Columbarium and related properties and only provides the right to use the niche or garden space for the person(s) designated on the Certificate of Reservation.

The right to inter is personal to and retained by only the person(s) designated on the Certificate of Reservation. No sale or other transfer of a Certificate of Reservation for niches may occur by will, intestate succession, gift or otherwise, except upon approval by the Executive Director of Lake Junaluska Assembly. A written request for any such sale or transfer must be submitted to Lake Junaluska Assembly on forms provided. The Executive Director has no obligation to approve a sale or transfer. Lake Junaluska Assembly is under no obligation to repurchase a Certificate; therefore, all payments are final and no refunds will be made. If any niche is not used within 90 years of allotment, Lake Junaluska Assembly shall be free to re-allot said niche, after publication of notice at least once a week for three successive weeks.

Modification and decoration of niches or any other area of the Columbarium and Garden of Memory are prohibited. There shall be no flowers or other decorations placed near or affixed to the niches. All nameplates shall be inscribed in a uniform manner. Inscriptions shall be limited to the deceased's name, date of birth and date of death. Engraving of the nameplate takes approximately 6-8 weeks. For a double niche, the nameplate will be engraved when the first person passes and their information will be listed on top. When the second person passes, their information will be listed below the first person.

All holders of Certificates of Reservation, as well as all other persons with direct interest in the Columbarium and Garden of Memory, shall be subject to these policies and procedures and any amendments thereto. All holders of Certificates of Reservation, on behalf of themselves, their heirs, successors and assignees, release Lake Junaluska Assembly from any and all liabilities arising as a result of unauthorized removal or vandalism of cremated remains.

## **Fees**

Current fees for the Columbarium niches and the Garden of Memory scattering area are:

Garden of Memory:	\$1,300
Single Niche:	\$2,200
Double Niche:	\$3,800

**The Garden of Memory fee covers the following:** an inscribed nameplate to be mounted inside the Garden of Memory, a page in the Book of Remembrance, the use of Memorial Chapel and/or the Room of Memory for a memorial and/or committal service. The fee also contributes towards the perpetual care of the Room of Memory Columbarium and the Garden of Memory.

**Niche fees cover the following:** a niche, a granite nameplate, the inscriptions on the nameplate, opening and closing of the niche, a page in the Book of Remembrance, the use of Memorial Chapel and/or the Room of Memory for a memorial and/or committal service. The fee also contributes towards the perpetual care of the Room of Memory Columbarium and the Garden of Memory.

Reservation of a niche or the right to scatter ashes can be made by paying in full or with a deposit. The minimum deposit is \$500 with the fee being paid in full within 3 years of the date of purchase. Other payments of regular monthly installments may be approved by the Office of Development. When a niche is paid in full or a deposit is made, the actual location will be selected from the available niches. Upon full payment of fees, a Certificate of Reservation will be issued for each niche or the right to scatter ashes.

## **Guidelines for Niche Dimensions & the Scattering of Ashes**

The overall dimension of each niche is 9 X 9 X 12 inches, so the dimensions of an urn or other container for a single niche is limited to 11" (length), 8" (width) and 6 3/4" (height). The dimensions of an urn or other container for a double niche is limited to 5 1/2" (length), 8" (width) and 6 3/4" (height) for each. All cremated human remains shall be enclosed in a sealed container or urn which will fit these respective spaces. Each container shall be of a material suitable for permanent storage, such as plastic or sheet bronze. It is the responsibility of the family/legal representative to pay for and provide the urn or container for inurnment. This information should be shared with your funeral director.

In the Garden of Memory, the cremated human remains will be scattered back into the earth anywhere within the enclosed designated space.

The cremated remains should be kept by the family or the funeral director until the date for the committal service and brought by them to Memorial Chapel or the Room of Memory. The niches in the Columbarium and space in the Garden of Memory may not be used until full payment for them is completed.

### **Reserving Space for a Memorial/Committal Service**

When the death of a person occurs, the spouse or family/legal representative should contact the Office of Development at (828) 454-6680 to schedule a time for a Committal Service. Every effort will be made to accommodate a family's needs and desires, but their cooperation is expected and needed to accommodate the schedule of the many programs and activities at Lake Junaluska. The family of the deceased is responsible for planning and coordinating the Committal Service, such as selecting clergy or other participants, music, a bulletin or other needs. The Office of Development can provide a list of local ministers as a resource for families.

A Book of Remembrance will be provided in the Columbarium which will contain one sheet for every person whose cremated remains are placed in the Columbarium or Garden of Memory. It will be the responsibility of the family to provide this information to the Office of Development.

### **Additional Information:**

Thank you for choosing Lake Junaluska as a final resting place for yourself and/or your loved one. We pray that the Columbarium and the Garden of Memory will serve as a comforting location for friends and family to gather in remembrance long into the future.

If there are questions regarding these policies and procedures, please contact the Office of Development at Lake Junaluska Assembly at (828) 454-6680. To see a photo gallery, visit [lakejunaluska.com/columbarium](http://lakejunaluska.com/columbarium).

Affirmed by the Advancement Committee of the Board of Trustees: October 20, 2023