



OFFICE USE ONLY:	
Date Received:	_____
Public Works notified:	_____

CEMETERY BURIAL APPLICATION – OWNED PLOT

Cemetery Rules and Regulations

General Care: The City is not liable for damage or loss due to weather, vandalism, or other uncontrollable events. It may correct errors related to lot ownership or burials without liability.

Cemetery Grounds:

- Spring: March 1–April 14 (No decorations allowed).
- Summer: April 15–October 15. (Decorations allowed).
- Fall: October 15–November 17. (No decorations allowed).
- Winter: November 17–February 1 (Wreaths & Crosses allowed) (Grave blankets prohibited).
- Dogs must be leashed. Alcohol, sports, and certain activities are prohibited.

Memorials: One stone/marker per grave. The City is not responsible for memorial maintenance. Contractors must provide insurance.
 -Hours: Open daily from sunrise to sunset.

For the full list of rules and regulations pertaining to the City of New Berlin Cemeteries please see Chapter 67 of the Municipal Code, as well as the City of New Berlin Cemetery Rules.

Section A. Burial Information – Please print legibly

First Name _____ Middle Name _____ Last Name _____

Date of Birth _____ Check One: Male Female

Date of Death _____ Date of burial _____ Time (A.M or P.M) _____

1. Was the deceased a Veteran: No Yes
2. Will the burial be a full burial or cremation Full Burial Cremation

Please provide the size of the urn/vault being used: provide explanation: _____

3. Will a Funeral Home be used for the burial service: No Yes

If a Funeral Home is being used for the burial, please provide the contact details:

Name: _____ Phone/Email: _____

4. Is there a family contact that can be contacted for any further information? No Yes

Please provide the contact details for a family contact: Name: _____ Phone/Email: _____

Section B. Ownership Documentation

Attached to this Application is a copy of the Cemetery Deed evidencing ownership of the Plot for which burial approval is being sought. If applicant is not the owner of the Plot for which burial approval is being sought, I understand I must provide the written consent of the Plot owner or copies of probate documentation showing the entitlement of the applicant to ownership of the Plot.

Section C. Signature & Acknowledgment

I, the undersigned, do hereby make an application for a Burial Plot for the City of New Berlin. I certify that all the information provided on this application is true and correct to the best of my knowledge. I acknowledge that I have read the Municipal Code NBMC Chapter 67 relating to Cemeteries, as well as the NB Cemetery Rules and agree to comply with all provisions set forth in those documents. I further acknowledge I am responsible for making arrangements with the contractor to open the grave once approval of this Application is made by the City. I also agree to provide the permits from Waukesha County authorizing the burial of the remains.

Applicant Signature _____ Date _____