Plain Township

Maplewood Cemetery

P.O. Box 273
New Albany, Ohio 43054
Office: 614-855-2085 fax: 614-855-2087

Headstone / Memorial Marker / Monument Proposal Request

Requested by:

Name:_____ Date:_____

Monument Company:_____ Phone:_____

Address:_____ Fax:_____

_____ Email:_____

Proposal request must be approved in advance by Plain Township.

ALL DIMENSIONS (L X W X H) MUST BE INCLUDED

Important: Give correct positions of burials in Lot as the inscription will appear on the marker. *Thank you!*

Name on Memorial Marker: _____

In the area below, please provide a sketch of the proposed memorial marker.

Cemetery: Maplewood Cemetery		
Section:	Lot:	Space:
Block:		
Stone or Granite, other		
Dimensions of Memorial Marker		
Top Size L x W x H (by inch)		
Base Size L x W x H (by inch)		
Total L x W x H		
For Office Use Only		
Footer Size		
Cost of Footer		
Date Paid		
Amount Paid		
Check #		
Date Footer Installed		
Delivery Date of Memorial Marker		

All headstones, monuments and markers require a concrete footer – installed by the Plain Township Service Department at $1.00 per square inch
Two inches is added to all sides increasing the footer size to be greater than the base of the headstone. (Ex. 36Lx14W Monument would have a footer of 40Lx18W)

- Single grave monuments for one space shall not exceed 36" length, 14" width and 42" height
- Companion monuments will be centered over two grave spaces
- Companion monuments shall not exceed 54" Length, 14" width and 36" height

NOTE: Township personnel must be present when marker is to be delivered and set at the cemetery gravesite.

Sketch Approved by: _____ **Date Approved:** _____
Plain Township

NOTES: