



Moravian Cemetery

2205 Richmond Road, Staten Island, NY 10306
Tel: 718.351.0136 Email: office@moraviancemetery.com

PORCELAIN PORTRAIT PURCHASE & PLACEMENT AGREEMENT

DEED HOLDER (OWNER): _____

ORDERED BY (YOUR NAME): _____

STREET ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

TELEPHONE: _____ **CELL:** _____

EMAIL: _____

NAME OF DECEASED: _____

GRAVE PLOT CRYPT NICHE

LOCATION: _____

* PORTRAITS MAY BE COLOR OR BLACK AND WHITE.
* **ALL PICTURES ARE SUBJECT TO CEMETERY APPROVAL.**

PHOTOGRAPH: *ENCLOSE A GOOD, CLEAR DIGITAL PORTRAIT, (DIGITAL FORMAT IS PREFERRED), STUDIO PORTRAIT OR PASSPORT PICTURE EITHER BLACK AND WHITE OR COLOR. PLEASE NO PHOTOGRAPHS LARGER THAN 5 X 7. PHOTOCOPIES WILL NOT BE ACCEPTED. PHOTO MUST BE REMOVED FROM FRAME OR HOUSING BEFORE DELIVERY TO THE CEMETERY. WHEN MAILING, PLACE PHOTO BETWEEN TWO PIECES OF CARDBOARD AND TAPE CARDBOARD EDGES.*

Although we all wish to see our loved ones as we knew them, the cemetery will not permit a portrait to be placed at the entombment or inurnment space containing: an unkempt appearance, or informal clothing is prohibited. Photos are limited to bust or half figure as the portrait to be placed. The cemetery management will be the sole judge of appropriateness at the cemetery's own discretion and reserves the right to reject photo's it deems improper.

Background scenery is prohibited. Neutral backgrounds only (see office for details).

All photographs must be vertical only.

The cemetery reserves the right to remove any photographic images of any type not permitted under this program. No notice will be given.

Permitted images incorrectly or improperly installed with regard to fabrication material, installation process, or placement other than permitted and specified will be removed from the burial place. No notice will be given.

Nothing shall be affixed or attached to the portrait.

This program requires a porcelain portrait on a bronze easel for placement in a glass front niche.

Improper adhesion, improper placement, improper fabricated materials, improper size, improper attire, improper affixing or attaching items to a portrait will warrant the immediate removal of the portrait.

Orders placed may take 4 to 6 weeks to install (weather permitting). For outdoor crypts and niches installation schedule may be delayed during periods of inclement weather.

Remembering Loved Ones for Generations to Come

The following are permitted by location and are only for one portrait:

PICTURE TYPE: SINGLE COUPLE

PORTRAIT SIZE / PRICE: OC1A / \$350 OC6 / \$450 OC4 WITH FRAME / \$450
 OC1A (GLASS NICHES) / \$400 OC6 COUPLE / \$650 OC4 WITHOUT FRAME / \$450

GRAVE TYPE: NICHE ► INDOOR INDOOR GLASS OUTDOOR COMPANION
 TANDEM WEST 2 WEST 4 SINGLE ► INDOOR OUTDOOR
 HEADSTONE

NOTE:

SIZES OF FINISHED PRODUCT ARE AS FOLLOWS:

CRYPT PORTRAIT: OC4 - (WITH BRONZE FRAME OR WITHOUT FRAME) - 2 3/4" x 3 17/32"
OC6 - (NO FRAME) - 3 17/32" x 4 23/32"

NICHE PORTRAIT: OC1A - (NO FRAME) - 1 9/16" x 2 2/3"

HEADSTONE: OC4 - (WITH BRONZE FRAME) - 2 3/4" x 3 17/32"
OC6 - (NO FRAME) - 3 17/32" x 4 23/32"

Cancelled Orders are subject to the following fees subtracted from any applicable written request for a cancellation/refund:

- 1) \$50 cancellation fee is collected for costs of record cancellation, check refund, and photograph return;
- 2) Orders placed with the manufacturer can be cancelled with no installation. Photograph and porcelain portrait will be delivered to the purchaser. No purchase money will be refunded.

Please make checks payable to: Moravian Cemetery

By my signature, I acknowledge that I have read this agreement and understand its contents. I agree to follow all cemetery rules and regulations set forth by this agreement.

Date: _____ Signature: X _____