

HIGHLAND CEMETERY
RULES AND REGULATIONS

1. The Cemetery will be open between 8:00 a.m. and sunset, year round. It shall be unlawful for any person to be in the Cemetery during any other hours, without the permission of the Cemetery Supervisor and/or an authorized representative of the City.
2. The Cemetery office shall be open from 10:00 a.m. to 2:00 p.m. Monday through Friday. The Cemetery office will be closed on all legal holidays recognized by the City Government, except for Memorial Day.
3. It shall be the duty of the grave owner to notify the City of Casper of any changes in mailing address. Any notice sent to property owner's last address on file in the Cemetery Office shall be considered sufficient and proper legal notification in correspondence matters.
4. **Monument placing requires a permit fee of \$50 - \$100 prior to setting.**
5. Should any monument, mausoleum, tomb, in the opinion of the Cemetery Superintendent, become unsightly, dilapidated, or dangerous to Cemetery visitors, the Cemetery Supervisor shall have the right, at the expense of the grave owner, either to correct the condition or to remove the same.
6. Persons erecting monuments or doing work of any kind in Highland Cemetery, will be held responsible for any damage done by them to trees, grass, or any property: and shall conform to the following:
 - a. Before doing work of any kind, it shall be necessary to obtain directions and consent from the Cemetery Supervisor and/or Sexton, who shall have complete supervision.
 - b. No person shall disturb the sod on any grave, or make or remove any plantings, except in accordance with the rules and regulations, and with permission of the Cemetery Supervisor and/or Sexton.
 - c. All work shall be done as rapidly as possible, and any rubbish shall be immediately removed by those responsible. No rubbish or materials of any kind shall be placed or scattered upon any other grave.
7. It shall be unlawful to for any person to drive at a greater speed than 15 miles per hour in Highland Cemetery. No automobile shall be parked on the grass at any time.
8. No person shall injure, deface, or otherwise damage or remove any headstone, urn, monument, tree, shrub, flower, funeral flowers, floral pieces, vase, or other property in Highland Cemetery.
9. No person shall erect a fence, coping, hedge, or other boundary marker upon any grave, lot, or block.
10. Potted plants will be allowed to remain as grave decorations, as long as they remain in good appearance, are placed on or near the headstone, and do not obstruct the general maintenance of the Cemetery. Cut flowers are allowed at all times, but must be in acceptable containers and will be removed when they become unsightly.

11. **MEMORIAL DAY DECORATIONS.** All temporary decorations and artificial flowers assembled on the grass or grave space shall be picked up starting two weeks after Memorial Day. These flowers and decorations will be stored for two weeks at the cemetery before being discarded. Cemetery vases and cans sold by local florists and retailers will be allowed for this two-week period only.
12. Christmas wreaths and grave blankets placed on graves within the Cemetery may be permitted to remain until March 1.
13. No person shall place upon any burial space anything other than flowers, wreaths, flags, or other temporary decorations and such receptacles. The placing of any box, can, shell, toy, ornament, sign, card, or similar articles upon any grave shall not be permitted. Any fragile materials, tin cans, glass jars, ceramic figurines, pottery, etc., or other temporary container that does not conform to the surroundings, are prohibited. If any of the above is placed on a grave, the Cemetery reserves the right to remove same without notice to the owner. Neither the City nor its employees shall be liable in any way for the removal of any of the above articles. No cement, gravel, stone, or brick paths or artificial walks will be permitted. Copper, brass, aluminum, iron, cement, marble, fiberglass, redwood, or comparable material will be acceptable for planters and vases. The Cemetery reserves the right to regulate the decoration of graves to insure that the beauty can be maintained and proper maintenance can take place.
14. The throwing of rubbish anywhere within the Cemetery is prohibited. If receptacles are not available, rubbish should be placed beside the roadway, where it may be readily picked up.
15. In the best interest, and for the protection of the grave owner, memorials of cement, wood, tin, or iron will not be permitted to be erected.
16. The Cemetery will not be responsible, under any circumstances, for any loss or damage to any marker, monument, mausoleum, vase, or other fixture placed on any burial plot, where such loss or damage shall be caused by thieves, vandals, windstorms, or any act of God.
17. It is unlawful for any person to take any animal into the Cemetery, or to permit any animal to enter the Cemetery.
18. No loitering by any individuals will be permitted in Highland Cemetery. Intoxicating liquors in the Cemetery are strictly forbidden.
19. Children under 15 years of age will not be permitted in Highland Cemetery unless accompanied by an adult.
20. During funeral services, all construction, loud talking, or other activity on Cemetery property that might interfere with services is prohibited.