

Policies for Operations of the
City of Kosciusko Cemeteries

1. Burial Spaces in the municipal cemeteries of the City of Kosciusko shall be used solely for the burial of human remains. Each burial space measures four (4) feet by ten (10).
2. The purchase price for each grave space shall be seven hundred fifty dollars (**\$750.00**). In addition, a recording fee of twenty-six dollars (**\$26.00**) shall be collected by the City Clerk at the time of sale for recording the deed with the Chancery Clerk. One half (1/2) of the proceeds from the sale of each space (\$375.00) shall be deposited in the Perpetual Care Fund for future cemetery projects.
3. No grave shall be opened unless payment is made in advance by the family of the deceased, or unless the funeral home agrees to be responsible for payment to the City.
4. The City requires a minimum of twenty-four (24) hours' advance notice to the Cemetery Superintendent or City Hall. Late notifications shall incur an additional fee of One Hundred Fifty Dollars (\$150.00).
5. Local funeral homes in good standing with the City of Kosciusko may schedule openings/closings without advance payment. This privilege may be revoked if payment is not received within forty-five (45) days of the funeral service. Funeral homes shall remain fully responsible for payment when services are not prepaid.
6. All graves shall be opened and closed by the City of Kosciusko. Fees are as follows:

Weekdays before 1:00 P.M.	\$500.00
Weekdays at or after 1:00 P.M.	\$550.00
Weekends	\$600.00
Holidays	\$600.00

Infant burials shall be two hundred dollars (**\$200.00**) on weekdays and two hundred fifty dollars (**\$250.00**) on weekends/holidays. Cremation burials shall be one hundred fifty dollars (**\$150.00**) on weekdays and two hundred dollars (**\$200.00**) on weekends/holidays.

7. The operating hours for Parkway Cemetery and City Cemetery are:

Weekdays	8am-4pm
Weekends/Holidays	9am-2pm

All funeral services, including graveside services, must be completed within these hours. Any service that extends beyond operating hours shall be subject to a late fee of One Hundred Dollars (\$100.00) per hour, charged until all participants have vacated the cemetery grounds. The fee shall not be prorated and shall apply to any portion of an hour.

8. No remains shall be disinterred unless City Hall or the Cemetery Superintendent is notified at least five (5) working days in advance. Written authorization from the next of kin is required, and the next of kin must be present at the time of exhumation, unless otherwise authorized by a court of competent jurisdiction. The Cemetery Department shall open and close the grave but shall not remove the remains. The requesting party must provide appropriate equipment for removal. The fee for opening and closing a grave for disinterment shall be Seven Hundred Fifty Dollars (\$750.00).
9. No grave or lot shall be enclosed with stone, wrought iron, or other materials. Benches, shrubs, trees, or planted flowers, etc. that obstruct maintenance are prohibited. The use of simple wooden boxes as outer burial containers is not permitted.
10. Monuments and markers shall not be placed unless a City of Kosciusko Cemetery Department employee is present or the burial space has been properly marked.
11. The above policies may be supplemented, amended, or rescinded by the Board of Alderman of the City of Kosciusko.

These policies shall be in effect from and after the 21st day of January 2026.