

# PERSHING COUNTY NEVADA CEMETERIES' BURIAL AND RESERVATION FEES AND PROCEDURE

Pershing County Cemetery Office

Cheryl Haas, Cemetery Administrative Clerk

Cemetery Office Located at: 535 Western Avenue, Lovelock

Mailing Address: P.O. Box 1949, Lovelock, NV

Office: (775) 273-3824 email. [cemetery@pershingcounty.net](mailto:cemetery@pershingcounty.net)

Information, Forms, & Maps available on the county website: [www.pershingcountynv.gov](http://www.pershingcountynv.gov)

## PROCEDURE FOR RESERVING BURIAL PLOT (S)

- Visit Lone Mountain Cemetery or Big Meadow Cemetery to select a site. A map is available at the Cemetery Office in the Annex Building located at 535 Western Avenue, Lovelock or on the county website: [www.pershingcountynv.gov](http://www.pershingcountynv.gov)
- Contact the Cemetery Office at (775) 273-3824 or (775) 420-8747 to confirm that the selected site is available.
- Complete one reservation form per plot. Reservation form is also available on the county website.
- Return form(s) to the County Cemetery Office for authorization to reserve the plot and then take a check made payable to the Pershing County Cemetery to the County Clerk-Treasurer's Office located in the County Administration Office at 398 Main Street, Lovelock, NV. Once the form and payment are received, a receipt will be issued. **The issued receipt confirms your reservation of the selected plot(s). Keep this in a safe place, as this is the official record of your reservation of said plot(s).**

## PLOT RESERVATION-\$250.00 per plot

- Each property owner or joint owner may bury **one** full body burial and four cremations on **one** plot.
- Transfer of ownership of property **must** be done through the Cemetery Office for official record keeping of the transfer. If this is not done the transfer will not be honored by Pershing County.
- All burials and plot ownership are subject to the rules of the Pershing County Cemetery and are available at the Pershing County Cemetery Office as well as on the county website: [www.pershingcountynv.gov](http://www.pershingcountynv.gov)
- Pershing County will buy back a reserved plot(s) upon request at the original price paid.

## General Maintenance

- Pershing County is not responsible for the maintenance of owner's plots.
- Pershing County will maintain the cemeteries' grounds as per listed in the cemetery's code also available on the county website.
- Planting of any kind is prohibited in all Pershing County Cemeteries.

## Specifications for curbing of a plot at either of the two cemeteries in Pershing County

### **ALL CURBING, HEADSTONES, ETC. MUST BE PLACED INSIDE THE PLOT BOUNDARIES**

- **Single Plot:** (5' X 10')\n14" head curb, 6" curb around plot, leaving 4' by 8'4" inside
- **Double Plot:** (10' X 10')\n14" head curb, 6" curb around plot, leaving 9' X 8'4" inside.
- **All curbs** will have two (2) bars of steel. Rebar used in the curbing must be either 1/2" or 3/8". Side forms will be 6" wide and 9" deep. Head forms will be 14" wide and no larger, and 9" deep. Head forms will be 14" wide and no larger and 9" deep in order to keep heavy headstones from tipping or breaching through the base.
- **Live plantings are not allowed in all cemeteries**
- **All excess cement should not be dumped at the cemetery.**
- **Planned Improvements to plots**-any improvements to plots must first be presented to the Cemetery Office for approval and inspected by the Pershing County Building and Ground Department at the courthouse. Please call (775) 273-3824 and leave a message. There will be no charge for these inspections.
- **Pershing County Building and Grounds Personnel reserve the right to change the design of the proposed curbing and or improvements.**

Revised: October 01, 2017

Revised: October 27, 2020



## PERSHING COUNTY - CEMETERY OFFICE

**CHERYL HAAS, Cemetery Director**

Mailing Address: P.O. Box 1949

Physical Address: 535 Western Avenue, Lovelock, NV 89419

Office: 775.273.3824 After Hours: 775.420.8747

email: [cemetery@pershingcountynv.gov](mailto:cemetery@pershingcountynv.gov)

website: [pershingcountynv.gov](http://pershingcountynv.gov)

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### BURIAL PLOT ASSESSIBILITY AGREEMENT

PERSHING COUNTY IS THE PROPRIETOR OF THE FOLLOWING CEMETERIES IN PERSHING COUNTY:

BIG MEADOW CEMETERY  
LONE MOUNTAIN CEMETERY  
UNIONVILLE CEMETERY

Receipt is hereby acknowledged that in exchange for good and valuable consideration of \$250 (two hundred fifty dollars) for each plot, Pershing County does convey plot **ASSESSIBILITY ONLY** TO the following Plot (s) located in \_\_\_\_\_ Cemetery.

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

In the name of \_\_\_\_\_ family, hereinafter referred to as "Grantee" and his or her heirs and assigns this plot to have and to hold by the Grantee and his or her heirs and assigns, subject to the conditions and limitations set forth hereinafter:

1. That the plot shall be used for the burial of the dead; and
2. That the plot may be enclosed within the perimeters of 5' x 10' only; and
3. That no more than one full burial body may be buried with three bodies of ash on one plot; or
4. That no more than 4 ash burials and no body burial may be buried on one plot; and
5. That no plants or trees may be planted on the plot; and
6. That unsightly flowers or souvenirs are prohibited; and
7. That fencing of any kind is prohibited; and
8. That the plot shall be subject to the By-Laws, Rules and Regulations of Pershing County as they presently stand or are later amended; and
9. That for any breach of the By-Laws, Rules and Regulations of Pershing County, the Proprietors of the cemetery may enter the Plot and take steps to do what is reasonable or necessary to make good on the breach at a cost to the Plot's owner.

This access certificate is recorded on the Pershing County's plot maps, record book in the Pershing County Cemetery Office, and is also recorded in the Pershing County Clerk/Treasurer's Office by receipt of money paid in exchange for ownership of PLOT ACCESS.

Copy of death certificate or burial permit must be presented to the Pershing County Cemetery Office before full body or ash cremation(s) can take place.

Full Body burial must be within a vault liner and grave dug by Pershing County grave digger.

Ash cremation must be dug per county regulations: 18"x18" and 36" deep and can be dug by family members.

AGREED TO

\_\_\_\_\_  
Cheryl Haas, Cemetery Director

PURCHASER:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Street or P.O. Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Home and/or Cell Phone Number

\_\_\_\_\_  
Email Address @

Nearest Living Relative Information:

Printed Name \_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_  
Street or P.O. Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Home and/or Cell Phone Number

\_\_\_\_\_  
Email Address @

Triplicate Copies: Original – Purchaser to keep with Payment Receipt  
Copy – Clerk's Office  
Copy – Cemetery Office

Revised 05/4/2021

**PERSHING COUNTY NEVADA CEMETERIES'  
BURIAL AND RESERVATION FEES AND PROCEDURE**

Pershing County Cemetery Office  
Cheryl Haas, Cemetery Administrative Clerk  
Cemetery Office Located at: 535 Western Avenue, Lovelock  
Mailing Address: P.O. Box 1949, Lovelock, NV

Office: (775) 273-3824 email:  
Information, Forms, & Maps available on the county website: [www.pershingcounty.net](http://www.pershingcounty.net)

**PLOT INSTALLMENT PAYMENT AGREEMENT**

**FEE: \$250.00 PER PLOT**

CEMETERY \_\_\_\_\_ LONE MOUNTAIN \_\_\_\_\_ BIG MEADOW \_\_\_\_\_

**LOCATION OF PLOT(S)**

Section _____	Row _____	Plot _____	Section _____	Row _____	Plot _____
Section _____	Row _____	Plot _____	Section _____	Row _____	Plot _____
Section _____	Row _____	Plot _____	Section _____	Row _____	Plot _____
Section _____	Row _____	Plot _____	Section _____	Row _____	Plot _____
Section _____	Row _____	Plot _____	Section _____	Row _____	Plot _____

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**ADDRESS OF PLOT PURCHASER:**

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

HOME NUMBER: (\_\_\_\_) \_\_\_\_\_ CELL NUMBER: (\_\_\_\_) \_\_\_\_\_

EMAIL \_\_\_\_\_

I have purchased \_\_\_\_\_ plots and agree to the payment plan listed below.

1<sup>st</sup> Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_  
2<sup>nd</sup> Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_  
3<sup>rd</sup> Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_  
4<sup>th</sup> Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_  
5<sup>th</sup> Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_

Final Payment Due \_\_\_\_\_ in the amount of \_\_\_\_\_

I understand the terms of the plot purchase and agree to make the payments as required. I further understand that should I fail to make the payments as agreed, any funds previously paid will be forfeited to Pershing County Cemetery Fund.

PLOT PURCHASER SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

WITNESS \_\_\_\_\_ DATE \_\_\_\_\_

Purchase of one (1) Plot: \_\_\_\_\_ Purchase of two (2) to \_\_\_ Plots: \_\_\_\_\_

**If payments are not made as agreed upon, all funds already paid are forfeited to Pershing County Cemetery Fund.  
Plots will be considered paid in amounts of \$250 and assigned accordingly.**

PERSHING COUNTY CEMETERY OFFICE

**APPROVAL MUST BE REQUESTED TO PERSHING COUNTY CEMETERY BOARD PRIOR TO ANY RELOCATION OF CREMATION ASHES. CEMETERY BOARD WILL THEN MAKE A RECOMMENDATION TO THE COUNTY COMMISSION.**

With regards to cremation burial, four (4) cremation burials are allowed per gravesite where someone is already buried.

**Cremation Burial should be at the head or at the foot of the gravesite towards the corners of the gravesite. You should dig down 36" deep and 18" across.**

To consider your request, the Cemetery Board needs to know the following:

Request to remove cremated ashes from Gravesite Location (circle one):

Lone Mountain Cemetery    Big Meadow Cemetery

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Name of Person: \_\_\_\_\_ Your Relationship to the Person \_\_\_\_\_

Your Name \_\_\_\_\_ Email address \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Explain why you are making this request:

Is there any individual/relative who needs to be notified of your request or who would have any objection to this request: If yes, we need their contact information:

What are the plans for the burial plot if it will no longer be occupied?

Requestor's Signature \_\_\_\_\_ Date of Request \_\_\_\_\_

Nearest Relative's Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this information to:

Cheryl Haas, Cemetery Director  
Pershing County Cemetery Office  
Physical Address 535 Western Avenue, Lovelock  
Mailing Address: P.O. Box 1949, Lovelock, NV 89419  
Office: (775) 273-3824    email:

PERSHING COUNTY CEMETERY OFFICE

**NOTIFICATION MUST BE MADE TO PERSHING COUNTY CEMETERY OFFICE  
PRIOR TO ANY BURIAL**

**CREMATION BURIAL PROCEDURES & REQUIRED INFORMATION**

With regards to cremation burial, Three (3) cremation burials are allowed per gravesite where someone is already buried.

**Cremation Burial should be at the head or at the foot of the gravesite towards the corners of the gravesite. You should dig down 36" deep and 18" across.**

For our records we would need to know the following:

Gravesite Location (circle one): Lone Mountain Cemetery Big Meadow Cemetery

Section \_\_\_\_\_ Row \_\_\_\_\_ Plot \_\_\_\_\_

Name of Person currently buried in existing gravesite: \_\_\_\_\_

**Information on cremated individual being buried:**

Name \_\_\_\_\_

Birth Date \_\_\_\_\_ Death Date \_\_\_\_\_

City/State where deceased died \_\_\_\_\_

Your Relationship to person previously buried \_\_\_\_\_

How to contact you should there be any other questions:

Your Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_

Email address \_\_\_\_\_

Please return this information to: Cheryl Haas, Cemetery Director  
Pershing County Cemetery Office  
Physical Address 535 Western Avenue, Lovelock  
Mailing Address: P.O. Box 1949, Lovelock, NV 89419  
Office: (775) 273-3824 email: cemetery@pershingcounty.net

**PLEASE INCLUDE BURIAL PERMIT & IF AVAILABLE A COPY  
OF OBITUARY**

The following specifications and requirements for curbing of cemetery plots at the big Meadow, Lone Mountain, and Unionville Cemeteries as set by the Pershing County Commissioners.

Single Plots: 5 feet wide X 10 feet long outside dimensions. (5' X 10' )

Perimeter curbing must be 6 inches wide X Minimum of 9 inches deep.

Head curb must be maximum of 14 inches wide X 9 inches deep X 5 feet long.

Inside of curbing dimensions must be 4 feet wide x 8 feet 4 inches long minimum in order to accommodate the required vault.

Double Plots: 10 feet wide X 10 feet long outside dimensions. (10' X 10' )

Perimeter curbing must be 6 inches wide X minimum of 9 inches deep.

Head curbing must be maximum of 14 inches wide X 9 inches deep X 10 feet long.

Inside of curbing dimensions must be 9 feet wide X 8 feet 4 inches long minimum in order to Accommodate the required vault.

All curbing must have two (2) continuous lengths of 3/8 inch minimum or 1/2 maximum rebar equally spaced and secured within the forms prior to pouring concrete. All curbing must have a minimum of 5 inches backfill material tightly compacted both inside and outside of curbing:

PLEASE SEE ACCOMPANING DIAGRAMS

Any variations or alterations of these requirements must receive prior written approval and inspection before pouring of concrete by either the Cemetery Personal or Pershing County Buildings and Grounds.

All Cemeteries have been surveyed and plots designated so personnel can assist with the location and layout of your plot (s).

All burials must be located and approved by Cemetery Personnel in order to maintain records and Cemetery Maps.

Any excess concrete can not be left at the cemetery and must be disposed of properly.

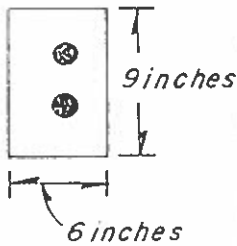
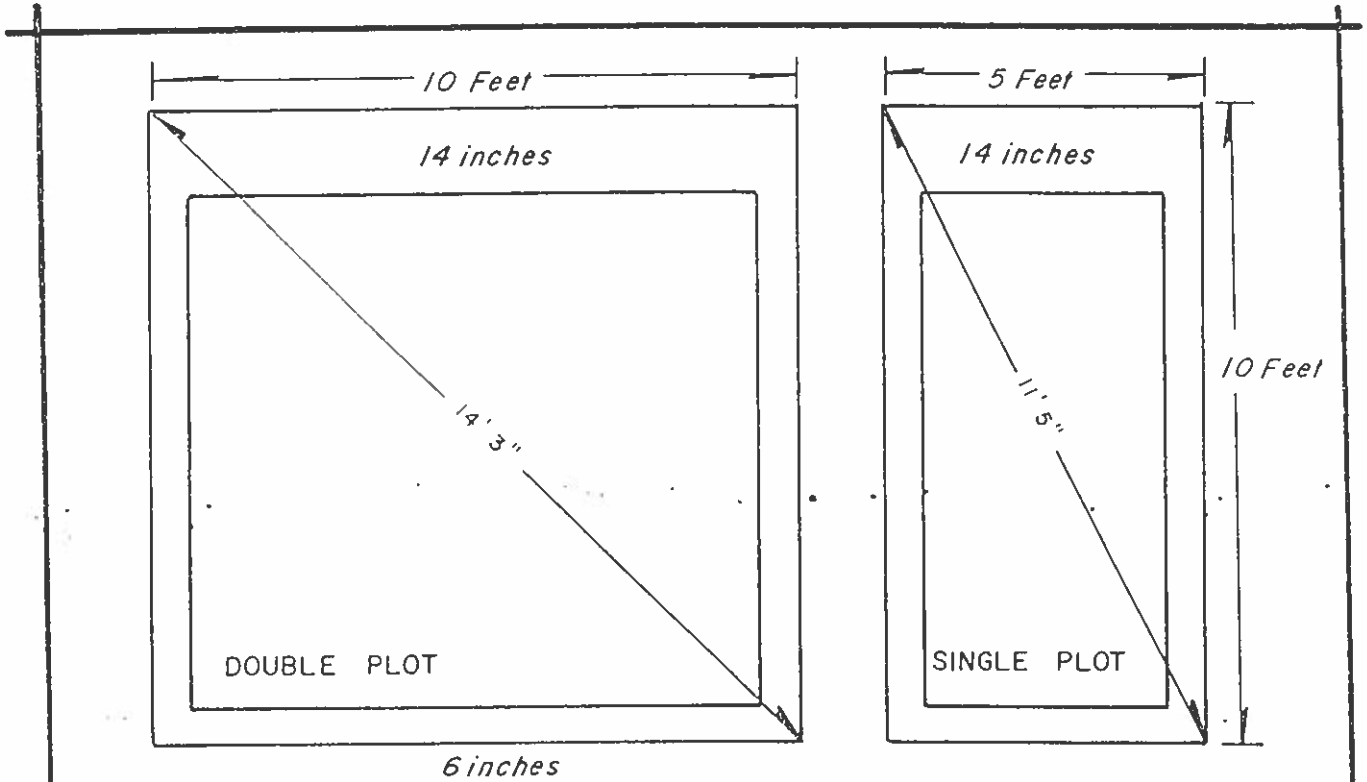
The Pershing County Cemetery Board and / or Pershing County Buildings and Grounds reserve the right to change the design for any proposed curbing.

Thank you for your cooperation in helping to keep our Cemeteries clean and looking nice.

PERSHING COUNTY CEMETERY BOARD

Cemetery Office (775) 273-3834

Pershing County Buildings and Grounds (775) 273-2000



NOT TO SCALE

NOTE:

Two steel reinforcing rods placed equal distance apart on all curbing.

Concrete cap placed over the top will be 4 inches thick with 4 inch by 4 inch wire mesh inside the concrete.

5 inches of the curbing must be below ground level.

PERSHING COUNTY CEMETERY  
BOARD



**Information Sheet for deceased**

- **Name** \_\_\_\_\_
- **Maiden Name** \_\_\_\_\_
- **Nickname** \_\_\_\_\_
- **Date of Birth** \_\_\_\_\_
- **Place of Birth** \_\_\_\_\_
- **Date deceased** \_\_\_\_\_
- **Place of death** \_\_\_\_\_
- **Occupation** \_\_\_\_\_
- **Military** \_\_\_\_\_
- **Funeral Location** \_\_\_\_\_
- **Spouse's name** \_\_\_\_\_
- **Father's name** \_\_\_\_\_
- **Mother's name** \_\_\_\_\_
- **Children's names** \_\_\_\_\_
- **Sisters' names** \_\_\_\_\_
- **Brothers' names** \_\_\_\_\_
- **Last known address** \_\_\_\_\_