

Mission Cemetery Policies Revised & Adopted 2/23/11

Title to the land under the Mission Cemetery belongs to Kawaiahaʻo Church. In 1920, Kawaiahaʻo Church granted the Hawaiian Mission Children's Society a perpetual easement over the land, as long as the land is continually used as a cemetery. (See Appendix 1)

I. Eligible Burials

- A. Any person eligible for enrollment in the HMCS, as defined in the By-Laws, is eligible for burial. (See Appendix 2.) HMCS recognizes the legal definitions of relationships such as marriage and adoption, etc. as defined by the laws of the State of Hawai'i.
- B. Burials are on a first-come, first-served basis, and eligible persons may not reserve a space in the Cemetery. (Those reserving spaces prior to the moratorium in 1975 will have their reservations honored. See Appendix 3.)
- C. Per State law, only urn burials are permissible.
- D. Markers noting that the deceased person is buried elsewhere or his ashes are scattered are permitted in accordance with Section III below.
- E. There are no fees charged by the Society for burial and maintenance. The Society accepts donations towards the Cemetery upkeep and maintenance. There is no designated minimum amount.

II. Burial Procedures

- A. In order to be buried at the Mission Cemetery, a HMCS "Request for Burial" form (Burial Form) must be completed, submitted, and approved by the Cemetery Committee. The Burial Form can be obtained by contacting HMCS. (See Appendix 4)
- B. After approval of the Burial Form, family members must make arrangements for burial with O'ahu Cemetery.
 - 1. An HMCS representative helps the family to arrange for the burials and any gathering on the grounds of HMCS.
 - 2. The family is responsible for all expenses related to the burial, gravestone, or marker.
- C. A photocopy of the death certificate of the deceased must be provided to HMCS as soon as possible.

III. New gravestone and Plot Enhancements

- A. Definitions: Gravestones will be defined as those which mark actual remains. Markers will be plaques or stones containing burial and/or other information but no actual remains. Vaults are spaces in the ground, under a gravestone or marker, and may contain more than one urn.
- B. The family is responsible for the cost of any new gravestone, marker, or vault placed in the Cemetery. Vaults larger than 4-urn need prior approval of the Cemetery Committee.
- C. New gravestones and markers in the historic section (See map in Appendix 3) will be flat and should not exceed 24" by 24" in length and width and 9" above the ground. No new engravings or attachments will be added to gravestones or markers placed prior to 1960.
- D. New gravestones and markers in the 1920 addition shall be no taller than 24" and must be no more than 30" wide and 30" deep.
- E. All gravestones must be in keeping with the general character and look of the existing gravestones. The Cemetery Committee, acting on behalf of HMCS, reserves the right to accept or reject a proposed new gravestone or marker.

F. No family lot or plot may be enclosed by fence, chain, plant, hedge, curbing or any other material without the approval of the Cemetery Committee. No plants or flowers may be planted within the Cemetery without the approval of this committee. If any of the above items are found in the Cemetery without permission, they may be subject to removal without notification to the family.

IV. Disinterment and Relocation

A. In order to disinter remains from the Mission Cemetery, a HMCS "Request for Disinterment" form (Disinterment Form) must be completed, submitted, and approved. (See Appendix 5) The Disinterment Form can be obtained by contacting HMCS.

B. Upon approval of the Disinterment Form, family members must make arrangements for disinterment through O'ahu Cemetery. Licensed mortuary or cemetery personnel must perform the physical removal of any buried body, casket or urn. State Law requires that only licensed professionals disinter remains from any cemetery.

C. The family or persons requesting disinterment are responsible for all related expenses.

V. Cemetery and Gravestone Maintenance

A. HMCS is responsible for maintaining the Cemetery as a whole, including the cutting of grass within individual plots, and the pruning or removal of any trees.

B. Descendants are encouraged to provide a donation to HMCS for upkeep of the Cemetery.

C. Trained staff will oversee care of gravestones and markers.

VI. Visitation and Grave goods

A. No alcohol or illegal drugs may be consumed within Cemetery grounds.

B. Any fresh flowers or plant(s) left at a gravesite, which are not planted in the ground, will be removed and discarded by Cemetery personnel approximately one week after placement.

C. Memorabilia and decorations such as photos, toys, incense, lanterns, flags, etc. may be placed at the gravesite, unless such items pose a safety risk or are offensive in some manner. HMCS cannot be responsible for such loose items.

Appendix 1: Record of acceptance by HMCS of grant from the Church from minutes of the 1920 HMCS Annual Meeting

Appendix 2: HMCS By-Laws Article 2, Membership

Appendix 3: Map of Cemetery showing both historic section and 1920 addition

Appendix 3b: 1998 Survey of the Cemetery plot

Appendix 4: Request for Burial Form

Appendix 5: Request for Disinterment Form



Hawaiian Mission Children's Society
553 South King Street
Honolulu, Hawaii 96813

REQUEST FOR BURIAL

All laws of the State of Hawai'i and regulations of the State Department of Health must be followed as well as the Cemetery Policies of the Hawaiian Mission Children's Society.

Name of Deceased: _____
Last First Middle (Maiden)

Date of Death: _____ Place of Death: _____
Date, Month, Year City, State &/or Country

Date of Birth: _____ Place of Birth: _____
Date, Month, Year (if known) City, State &/or Country

Missionary Ancestor(s): _____

Application submitted by: _____

Relationship to the deceased: _____ Date of application: _____

When it becomes available, please forward a copy of the death certificate to HMCS. (This need not be a certified copy.)

For Cemetery Use:

Buried in plot: _____ On this date: _____

Mortuary: _____

Stone Mason: _____

Vault record (size and openings): _____

Others buried (or to be buried) here, if known: _____



Hawaiian Mission Children's Society
553 South King Street
Honolulu, Hawaii 96813

REQUEST FOR DISINTERMENT

Name of Deceased: _____
Last First Middle (Maiden)

Date of Death: _____ Place of Death: _____
Date, Month, Year (if known) City, State &/or Country

Date of Birth: _____ Place of Birth: _____
Date, Month, Year (if known) City, State &/or Country

Missionary Ancestor(s): _____

By signing below, I state my understanding that all laws of the State of Hawai'i and regulations of the State Department of Health must be followed before such disinterment can take place.

Application submitted by (please print): _____

Date of application: _____ Signature: _____

Relationship to the deceased: _____

Purpose, new location, or other notes: _____

For Cemetery Use:

Disinterred from plot: _____ On this date: _____

Mortuary: _____

Revised vault record (size and openings): _____

Others buried here, if any: _____

Disposition of stone, if any: _____