



APPLICATION FOR CEMETERY HERITAGE SIGN(S)

State Form 54677 (R3 / 8-18)

INDIANA DEPARTMENT OF NATURAL RESOURCES DIVISION OF HISTORIC PRESERVATION AND ARCHAEOLOGY

402 West Washington Street, Room W274
Indianapolis, Indiana 46204-3739
Telephone: (317) 232-1646
E-mail: DHPA@dnr.in.gov

This is a program of the **Cemetery and Burial Grounds Registry, Division of Historic Preservation and Archaeology, Department of Natural Resources** (www.IN.gov/dnr/historic).

Cemetery and Burial Grounds Registry, Division of Historic Preservation and Archaeology, Department of Natural Resources

Both historic cemeteries and prehistoric burial areas are located in our state. Cemeteries are part of our cultural landscape in which more and more citizens are becoming interested. Indiana Code 14-21-1-13.5 directs the Indiana Department of Natural Resources (DNR), Division of Historic Preservation and Archaeology (DHPA) to create a registry of all cemeteries and burial grounds in each county in Indiana. Knowing the location of as many cemeteries as possible in the state will help provide better protection of these resources.

Eligibility Requirements to Obtain Cemetery Heritage Signs:

1. A cemetery must be listed in the DHPA Cemetery and Burial Grounds Registry, established by Indiana Code 14-21-1-13.5. Contact DHPA at DHPA@dnr.in.gov to determine if a cemetery is listed.

Guidelines for Obtaining Cemetery Heritage Signs:

1. Complete this application (do not send money) and send to: **Cemetery Registry Coordinator; Division of Historic Preservation and Archaeology, DNR; 402 West Washington Street, Room W274; Indianapolis, IN 46204.**
2. Applicant may be awarded more than one sign for the same site.
3. Applicant will be billed for the full cost of the sign(s), delivery, and tax, as applicable.

For questions about the sign program, please contact DNR-DHPA at (317) 232-1646 or DHPA@dnr.in.gov.

Section 1 – Cemetery Information

Cemetery Registry identification number

County

Name of cemetery as listed in the Cemetery Registry

Location of cemetery – address / GPS reading

Section 2 – Cemetery Owner Information

Name(s) of property owner(s) of cemetery

Address (number and street, city, state, and ZIP code)

Telephone number
()

E-mail address

Type of owner (check one)

Local Government

Private entity

Individual

Section 3 – Proposed Site for Sign

Address or legal description must be provided. Please provide photograph of proposed site and map indicating proposed location of sign. In accordance with IC 14-21-1-26.5, any ground disturbance within 100 feet of a cemetery must have approval of DHPA.

This site **WILL BE** within 100 feet of the cemetery.

This site **WILL NOT BE** within 100 feet of the cemetery.

Section 4 – Approval of Property Owner to Install Cemetery Heritage Sign(s)

- I hereby grant permission to install Cemetery Heritage sign(s) on the property described in Section 1.
- The description above and the enclosed photograph(s) and map(s) are accurate representations of the site to the best of my knowledge.
- I affirm that I have the authority to give permission for the entity named in Section 1 to install the sign(s).

Signature

Printed name

Date (month, day, year)

Approval by Division of Historic Preservation and Archaeology to locate Cemetery Heritage sign(s) at the proposed site(s) as indicated in Section 3.

Signature

Title

Date (month, day, year)

APPLICATION FOR CEMETERY HERITAGE SIGN(S) *(continued)*

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ORDERING INFORMATION

Once the form has been sent to the DNR-Division of Historic Preservations and Archaeology (DNR-DHPA), the Cemetery Registry Coordinator will process the application, assuring that all aspects of the form are complete. Then DNR-DHPA will send the applicant an invoice for the cost of the sign (see the DNR-DHPA website at www.in.gov/dnr/historic for current cost) and applicable sales tax. Payment must be received before sign(s) will be ordered and manufactured. The text for the sign(s) will be submitted for the applicant's approval.

Section 1 – Applicant Information

Name of applicant

Address (number and street, city, state, and ZIP code)

Telephone number
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E-mail address

Tax exempt number

Section 2 – Text for Sign(s) Ordered

Name of cemetery to be used on sign(s)

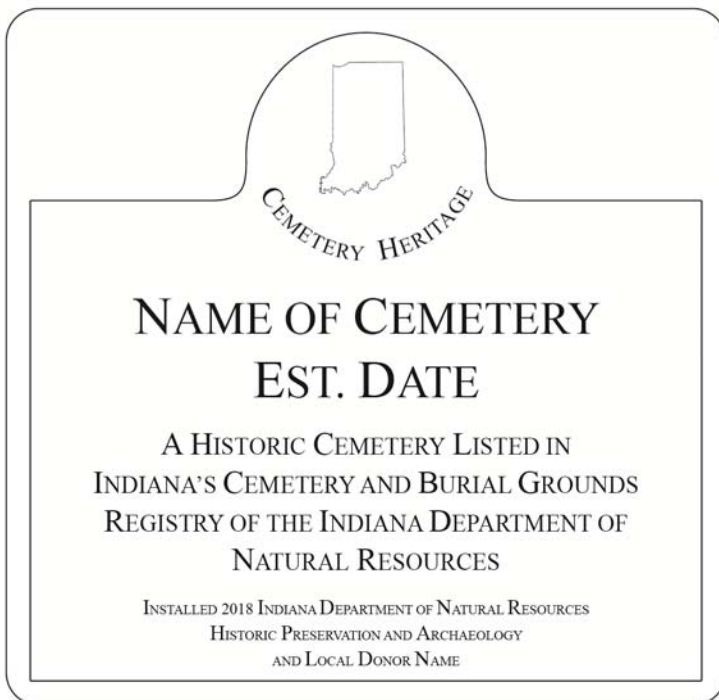
Establishment date (year) as listed in the Cemetery and Burial Grounds Registry

Name(s) to be used in credit line

Number of signs to be ordered for this cemetery

Sign Specifications

- All signs are 24" x 24" .080 gauge aluminum with Scotch Lite 3M UV coating. There are four (4) holes for installation on posts or other surfaces. The four (4) corners are rounded.
- Background color is dark blue; art and lettering are yellow.
- Signs are custom printed with the name, date of establishment of cemetery, and credit line. Text is on one side only.



Be sure you have included with your application:

- Photographs of the site for each cemetery sign
- Signature of the landowner
- Correct name of the cemetery