



210 Commercial Street • P.O. Box 189
Brooklyn, Wisconsin 53521-0189
Phone: (608) 455-4201 • Fax: (608) 455-1385
Public Works: (608) 455-1842
[email: clerk@brooklynwi.gov](mailto:clerk@brooklynwi.gov) or publicworks@brooklynwi.gov

MT. HOPE CEMETERY MONUMENT/MARKER FORM

Full name of deceased: _____

Location of burial plot: Section _____, Block _____, Plot _____

Date of burial: _____

Family contact and address:

Phone/email: _____

Monument Company and address:

Contact name: _____

Phone/email: _____

Foundation size: _____

Monument size: _____ Single: _____ Double: _____

Date monument will be set: _____

Date call taken: _____

Call taken by: _____



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Monuments and Markers Policy

A. Regardless of the number of interments per grave, only one marker will be allowed on a lot, unless prior approval is received by the Assistant Public Works Director.

B. Grave markers and foundations will be set only by the monument company according to regulations specified by the Public Works Department. Except as herein otherwise provided, under no conditions will the Village construct monument or marker bases or erect monument or markers on bases. The Village reserves the right to require the construction of a foundation of such size, material and design as will provide ample protection against settlement or injury to the stone work. The top of the concrete foundation will be constructed flush with the ground line. New stones must have four-inch wash, front and back, and 12 inches on sides.

C. Unless special arrangements are made with the Public Works Department, the setting of monuments, stones and markers and the transportation of all tools and materials within the cemetery grounds shall be conducted between the hours of 7:00 a.m. and 6:00 p.m. Heavy trucking will not be permitted within the cemetery when, in the opinion of the Public Works Department, such work might cause damage to the driveways. Except when special permission from the Public Works Department is obtained, all work as described in this section shall be completed and debris removed immediately.

D. The Village reserves the right to refuse permission to erect any monument not in keeping with the good appearance of the grounds. The size of the monument and/or stone work must be given to the Public Works Department and approved before said work will be permitted on a lot. All monuments must be set in line with other monuments so far as possible as directed by the Public Works Department.

E. Stone work or monument work, once placed on its foundation, shall not be removed, except by permission of the Village Board.

F. Temporary markers must be removed or replaced with a permanent marker within nine (9) months.

G. Legion flags and shepherd hooks must be placed in cement.