

Sunset Memorial Gardens Crematory

Route 7 West
P.O. Box 2050
Kingwood, WV 26537 (304) 329-1054

Cremation No. _____
Date of Cremation _____
Time of Cremation _____
Date of Birth _____
Date of Death _____
Social Security # _____
Funeral Home _____

Date: _____, 20____

IDENTIFICATION OF DECEASED AND AUTHORITY TO CREMATE

The undersigned hereby request(s) and authorize(s) Sunset Memorial Gardens Crematory, in accordance with its regulations and rules to cremate the remains of

First Middle Last Age Sex Weight
Who died on _____, 20____ at _____ (a.m. or p.m.)
Date of Death Time of Death

The undersigned has read the rules and regulations printed below. The undersigned is (are) the _____ Relationship
of the Deceased and represents, warrants and certifies that he or she (they) is (are) the person(s) (if more signatures are needed sign on a separate page and attach to this form) authorized to order the cremation of the Deceased and to receive the cremated remains of the Deceased and execute the authority to Cremate.

The cremated remains are to be sent to _____
Name of Arranging Funeral Home

Address City State Zip Phone

Idemnification. The undersigned, in consideration of the Sunset Memorial Gardens Crematory cremating the remains of the Deceased do hereby jointly and severally indemnify and hold harmless the Sunset Memorial Gardens Crematory, its successors and assigns, and The arranging Funeral Home against all claims and actions resulting from the Sunset Memorial Gardens Crematory reliance on the authorization granted herein.

WEST VIRGINIA CODE Chapter 30-6-21(a) requires the identification of the Deceased before a cremation. This identification was made by

Signature of Person Making Identification Relationship

Has the Deceased been treated with therapeutic radionuclides? Yes No

If yes, when was the treatment administered? _____
Date

Did the Deceased have an implanted pacemaker, radioactive device or prosthesis? _____. If yes, the undersigned Authorizing Person(s) instructs the Arranging Funeral Home to remove this device and/or prostheses prior to transfer of the Deceased to the Sunset Memorial Gardens Crematory for the requested cremation.

The undersigned acknowledge (i) that the General Information about the cremation process is incorporated into this document by reference and (ii) receipt of this form.

Signature of Authorizing Person

Signature of Witness

Print Name of Authorizing Person

Print Name of Witness

Address of Authorizing Person

Address of Witness

Other Authorizing Signature(s), if needed

Other Authorizing Signature(s), if needed

Signature of Funeral Director, Arranging Funeral Home

Address of Funeral Director

If additional space is needed for authorizing signatures, please use and attach the **Additional Signature Authorizing Form.**

REQUIREMENTS AND REGULATIONS

- Authority to Cremate:
Sunset Memorial Gardens Crematory normally requires the following persons to sign this authorization before it will perform a cremation.
 - The Personal Representative of the State of the Deceased, if appointed, as well as surviving next-to-kin.
 - The Surviving Spouse, if any.
 - The Adult Children of the Deceased, if any.
 - The Surviving Parent(s) of the Deceased, if b. & c. are not applicable.
 - If none of the above are applicable, then the closest blood relationship of the Deceased.
- All signatures must be witnessed.
- All papers (Identification of /Deceased and Authority to Cremate, General Information About the Cremation Process, Burial Transit Permit, Medical Examiner's Certification for Cremation) as well as the required charges must be presented to the Sunset Memorial Gardens Crematory during normal working hours, prior to the cremation.

Sunset Memorial Gardens Crematory
Rt 7 West
P.O. Box 2050
Kingwood, WV 26537
(304) 329-1054

Dated: _____, 20_____.

GENERAL INFORMATION ABOUT THE CREMATION PROCESS
YOU MUST READ AND SIGN THIS FORM AS PART OF THE CREMATION AUTHORIZATION

This form will explain general information regarding the cremation process. If you have additional questions or concerns, please feel free to speak with your Funeral Director who will be able to answer your inquiries.

Sunset Memorial Gardens Crematory will perform the cremation, processing and return of the cremated remains of the Deceased in accordance with (i) all governing laws, (ii) its own policies and procedures, and (iii) the requirements of the Arranging Funeral Home, _____.

Name of Arranging Funeral Home

Sunset Memorial Gardens Crematory has adopted the policies and procedures described in this explanatory form in order to (i) assure dignity for the cremation of the remains of the Deceased, (ii) to operate the cremation equipment in a careful and safe manner and (iii) to assure the safety of its employees.

THE CREMATION PROCESS

The remains of each Deceased are cremated separately. Sunset Memorial Gardens Crematory will not cremate the remains of more than one Deceased at any one time. The cremation chamber is swept clean after each use.

Cremations are strictly private. Upon request, the Immediate Family may witness the placement of the Deceased into the cremation chamber prior to cremation from the Family Viewing area provided for such purposes. Your Funeral Director must notify Sunset Memorial Gardens Crematory of your desire to be present when they call to schedule the day and time of cremation.

Upon delivery of the remains of the Deceased to Sunset Memorial Gardens Crematory, Sunset Memorial Gardens Crematory does not confirm the identity of the Deceased and relies upon the Arranging Funeral Home and the undersigned to provide such identification.

The undersigned must have the Arranging Funeral Home remove all possessions of value prior to delivery of the remains of the Deceased to Sunset Memorial Gardens Crematory. Due to the nature of the cremation process, any personal possessions or valuable materials such as dental gold/ silver, jewelry or their sentimental articles that are left with the Deceased and not removed from the casket or container prior to cremation will be destroyed, or if not destroyed, will be disposed of by Sunset Memorial Gardens Crematory in a non-recoverable manner. Sunset Memorial Gardens Crematory will not normally open the casket or container to remove valuables, to allow for a final viewing or for any other reason, except as described hereafter.

Cremation is performed by placing the casket or appropriate alternative container with the remains of the Deceased into a cremation chamber, and subjecting them to intense heat and flame. It is sometimes necessary during the cremation process, to open the cremation chamber and reposition the remains of the Deceased in order to facilitate a complete and thorough cremation. The cremation of the container and the remains of the Deceased are accomplished and all substances are consumed or driven off, except (i) bone fragments(Calcium Compounds), (ii) metal (including dental gold/silver and other nonhuman materials) as the temperature is not sufficient to consume them and (iii) ash. Sunset Memorial Gardens Crematory assigns a number to each cremation and places a corresponding numbered metal disk with the remains of the Deceased to assure proper identification thought the cremation process.

Following a cooling period, the cremated remains of the Deceased, the metal identification disk and other remains residue are swept from the cremation chamber. Sunset Memorial Gardens Crematory makes a reasonable effort to remove all of the cremated remains from the cremation chamber, but it is impossible to remove all of them as some ash residue and minute particles of cremated chamber are always left behind. While Sunset Memorial Gardens Crematory makes this effort, there is the possibility of inadvertent or incidental commingling of minute particles of cremated remains from the residue of previous cremations.

After the cremated remains are removed from the cremation chamber, all non-combustible materials (insofar as possible), such as bridgework, and materials from the casket or container, such as hinges, latches, nails, etc., will be separated and removed from the bone fragments by visible and magnetic selection and will be disposed of by Sunset Memorial Gardens Crematory with similar materials from other cremations in a non-recoverable manner.

When the cremated remains are swept from the cremation chamber, they often contain recognizable bone fragments. These bone fragments will be mechanically processed (pulverized). Sunset Memorial Gardens Crematory cleans this equipment after every use, but this process of crushing or grinding may also cause incidental commingling of the remains with the residue from the processing of previously cremated remains. These granulated particles of unidentifiable dimensions will be virtually unrecognizable as human remains.

Sign _____

CASKET/CONTAINERS

Sunset Memorial Gardens Crematory requires either a casket or an alternative (cremation) container for cremation. The casket or alternative container must meet the following standards; 1) be composed of combustible materials suitable for cremation; 2) provide a completely enclosed covering for the remains of the Deceased; 3) be resistant to leakage or spillage; 4) be of sufficient strength and rigidity for ease of handling; 5) not be a hazard to the health and safety of crematory personnel; and 6) comply with governmental emission regulations. **No Metal or Fiberglass Caskets are permitted. No Polyethylene or Canvas Pouches are permitted.**

Sunset Memorial Gardens Crematory reserves the right to refuse to provide crematory services if, in its sole determination, it believes that the casket or container does not comply with all of its criteria.

Many caskets that are comprised primarily of combustible materials also contain some exterior parts, e.g., decorative hardware or carriers, which are not combustible and may cause damage to the cremation equipment. Depending upon the type of casket, prior to cremation, Sunset Memorial Gardens Crematory may open the casket to remove the metal hardware fittings and will dispose of such materials as it so determines.

IMPANTED PACEMAKERS, RADIOACTIVE DEVICES AND PROSTHESES

Implanted pacemakers and/or radioactive devices, as well as prostheses may create hazardous conditions when placed in the cremation chamber. Implanted pacemakers and/or radioactive devices can explode, while prostheses, due to their composition, cannot be cremated. It is imperative that you notify your Funeral Director about the presence of such implants or devices and that you instruct your Funeral Director to remove all such items prior to transfer of the Deceased to Sunset Memorial Gardens Crematory.

For the safety of its employees and to protect the equipment, Sunset Memorial Gardens Crematory, at its sole discretion, may open the casket or container to confirm that no such device(s) or implant(s) is present. In the event Sunset Memorial Gardens Crematory becomes aware that such device(s) or implant(s) have not been removed, the undersigned, for his/herself and the other signatories authorizing cremation, hereby authorize(s) Sunset Memorial Gardens Crematory to notify the Arranging Funeral Home, at no expense to Sunset Memorial Gardens Crematory, to return to Sunset Memorial Gardens Crematory and remove such items prior to cremation. The undersigned agree to hold Sunset Memorial Gardens Crematory harmless due to the delay in cremation resulting from this requirement.

URNS/CONTAINERS

After the cremated remains have been processed, Sunset Memorial Gardens Crematory will place a plastic bag containing the cremated remains and the metal disk into the urn supplied by the undersigned or a temporary container. The cremated remains of an average size adult will weigh several pounds. After the cremation of an infant or small child, there is often little, if any cremated remains available to be recovered to return for final disposition. Sunset Memorial Gardens Crematory will make a reasonable effort to put all of the cremated remains in the urn or container, with the exception of unrecoverable ash or other residue that may remain in or on the equipment as described above. In the event the urn or container provided is insufficient to accommodate all of the cremated remains, the excess will be placed in a separate receptacle. This separate receptacle will be kept with the primary receptacle and Sunset Memorial Gardens Crematory will return both receptacles to the Arranging Funeral Home for final disposition. To protect the cremated remains from being released to the wrong person, the undersigned hereby authorizes Sunset Memorial Gardens Crematory to release the cremated remains of the Deceased only to an employee or agent of the Arranging Funeral Home.

In the event you desire to place any sentimental or symbolic items, such as a ring, jewelry or photo, with the Cremated remains of the Deceased, you must inform you Funeral Director of any such desire before the urn or container is permanently sealed, if in fact the urn or container is of a type that is permanently sealable.

LIMITATION OF LIABILITY

The obligation of Sunset Memorial Gardens Crematory is limited to the cremation of the remains of the Deceased and the return of the cremated remains of the Deceased as instructed on our **IDENTIFICATION OF DECEASED AND AUTHORITY TO CREMATE** form. No warranties, Express or Implied, are made and damages shall be limited to the amount of the cremation fee paid.

ACKNOWLEDGMENT OF RECEIPT

The undersigned acknowledges receipt of a copy of this form explaining the Policies, Procedures & Requirements for the cremation of _____.

Name of Deceased

Signature

Address

Relationship to the Deceased

City/State & Zip

Sunset Memorial Gardens Crematory
Rt 7 West P.O. Box 2050
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(304) 329-1054

DISPOSITION OF CREMATED REMAINS NOTIFICATION

I, _____ of _____ received the cremated remains of _____
INDIVIDUAL FUNERAL HOME-RELATION
_____ from Sunset Memorial Gardens Crematory.
DECEASED CREMATION NUMBER

(To be provided to individuals upon request or when making final arrangements for cremation.)

The West Virginia Board of Funeral Service Examiners does regulate crematories, but does not require cremated remains to be placed in a cemetery. This does not mean that cremated remains can be freely scattered or otherwise disposed of upon public domain, or upon the private property of another person. (Public domain is any land owned by Federal, State, County or Municipal governments and includes forest, lakes, streams and most of the desert areas.) The following government departments do have policies regarding the disposition of any matter over land or water. Compliance with the policies and procedures of the agencies noted below is required:

- Federal Department of Environmental Protection (U.S. Environmental Protection Agency regulations, Title 40, Code of Federal Regulations, Section 229.1 – see notice narrative below)
- State Department of Natural Resources
- State Department of the Environment

Ordinarily, disposition of cremated remains can only be properly done on one's own private property or within a designated area in a cemetery or mausoleum. If you decided to scatter the cremated remains on your property, please remember that cremated remains may contain bone fragments. Therefore, the scattering of the cremated remains or the placement of cremated remains on your property may create an emotional experience not only for you but also for future property owners.

Retention of cremated remains is permitted in the State of West Virginia. However, should you move to another state with the cremated remains in your possession, you will be subject to the laws of that state.

Possible methods of disposition may be placement of the cremated remains in a more permanent location such as a cemetery or mausoleum niche. However, there is a cost for this type of placement and should be discussed with the cemetery you choose.

U.S. ENVIRONMENTAL PROTECTION AGENCY - TITLE 40 - CODE OF FEDERAL REGULATION, SECTION 229.1
Sec.229.1 BURIAL AT SEA

“(a) All persons subject to Title I of the Act are hereby granted a general permit to transport human remains from the United States and all owning or operating a vessel or aircraft registered in the United States of flying the United States flag and all departments, agencies, or instrumentalities of the United States are hereby granted a general permit to transport human remains from any location for the purpose of burial at sea and to bury such remains at sea subject to the following conditions:

(1) Except as herein otherwise provided, human remains shall be prepared for burial at sea and shall be buried in accordance with accepted practices and requirements as may be deemed appropriate and desirable by the United States Navy, United States Coast Guard, or civil authority charged with the responsibility for making such arrangements;

(2) Burial at sea of human remains which are cremated shall take place no closer than 3 nautical miles from land and in water no less than one hundred fathoms (six hundred feet) deep and in no less than three hundred fathoms (eighteen hundred feet) from (i) 27 deg. 30' 00" to 31 deg. 00' 00" North Latitude off St. Augustine and Cape Canaveral, Florida; (ii) 82 deg. 20' 00" to 84 deg. 00' 00" West Longitude off Dry Tortugas, Florida; and (iii) 87 deg. 15' 00" to 89 deg. 50' 00" west Longitude off the Mississippi River Delta, Louisiana, to Pensacola, Florida. All necessary measures shall be taken to ensure that the remains sink to the bottom rapidly and permanently; and

(3) Cremated remains shall be buried in or on ocean waters without regard to the depth limitations specified in paragraph (a) (2) of this section provided that such shall take place no closer than 3 nautical miles from land.

(b) For purposes of this section and Secs. 229.2 and 229.3, land means that portion of the baseline from which the territorial sea is measured, as provided for in the Convention on the Territorial Sea and the Contiguous Zone, which is in closest proximity to the proposed disposal site.

(c) Flowers and wreaths consisting of materials which are readily decomposable in the marine environment may be disposed of under the general permit set forth in this section at the site at which disposal of human remains is authorized.

(d) All burials conducted under this general permit shall be reported within 30 days to the Regional Administrator of the Region from which the vessel carrying the remains departed.”

Signature of Person Receiving the Remains/ Acknowledge
of State of West Virginia Regulation Regarding Spreading of Ashes

Date

SUNSET MEMORIAL GARDENS CREMATORY
Rt 7 West P.O. Box 2050
Kingwood, WV 26537
(304) 329-1054

STATEMENT CONFIRMING MISSING RESPONSIBLE FAMILY MEMBER

To Whom It May Concern:

The undersigned do declare that there is another living person who has the right to control the final disposition of _____
Name of Deceased

This person is my (our) _____, _____
Relationship Name of Individual(s)

I (we) have made all responsible efforts to contact/locate this person, but have been unable to do so. However, I (we) have no reason to believe that this person would object to the cremation of the Deceased. Due to this fact, I (we) agree to accept on his/her behalf all responsibility for the cremation of my/our _____
Relationship

_____. I (we) also agree to hold harmless and to indemnify
Name of Deceased
_____ and Sunset Memorial Gardens Crematory of any and
Name of Funeral Home

all liability, costs and damages resulting from this statement and authorization to cremate.

Date: _____ 20_____.

Signature

Witness

Printed Name

Relationship

Other Required Signature(s)

Witness

Other Required Signature(s)

Witness

Other Required Signature(s)

Witness

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**ADDITIONAL SIGNATURES
AUTHORIZING FORM**

Date _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Name _____

Signature of Witness