

# Saint Charles Cemetery

Farm St. Blackstone, MA  
1200 Mendon Rd. Woonsocket, RI 02895  
401-762-1100 | [cemeterybusinessoffice@gmail.com](mailto:cemeterybusinessoffice@gmail.com)

## Columbarium Engraving

All engravings must be submitted to St. Charles Cemetery for approval prior to work beginning. Please fill out page 2 and submit to: St. Charles Cemetery, 1200 Mendon Rd. Woonsocket RI 02895. Form can also be emailed as a PDF to: [cemeterybusinessoffice@gmail.com](mailto:cemeterybusinessoffice@gmail.com).

### Guidelines

Font: VERMARCO, all caps only

Dates: Full dates (mm/dd/yyyy) with abbreviated months, all abbreviations will be 3 letters. There will be no period after the month abbreviation. The month abbreviations are: JAN, FEB, MAR, APR, MAY, JUN, JUL, AUG, SEP, OCT, NOV, DEC.

Date of birth (left justified); Date of death (right justified)

Relationship: The tag line is the only line designated for relationship (i.e. MOTHER AND SON, HUSBAND AND WIFE, etc)

Family Name: There will be no designation of family name at the top of the niche door. Only full names will be engraved – same size lettering for first, middle (if it will fit), and last name.

Font Size: If possible within the space limitations, the individual's names should be larger than all other engraving. If the full name (for either Name 1 or Name 2) is 20 characters or less, then the Name (1 and/or 2) will be engraved with ¾" letters. If the full name exceeds 20 characters, then the names will be engraved with ½" letters.

The individuals names will be centered.

The number of total lines is limited to 7. The information for Name 1 will be engraved on lines 1, 2, and 3. The information for Name 2 will be engraved on lines 4, 5, and 6. The tag line will be on line 7. Should a name require 2 lines, then there will be no tag line.

Wife's Name: It is strongly encouraged for the wife to use her maiden name. The tag line can indicate husband and wife, married on (date)., etc.

Military Service Line: Only the brand of the military service will be indicated – no rank or conflicts designation. US ARMY, US NAVY, US MARINES, US AIR FORCE, US COAST GUARD. The military service will be centered.

Tag Line: Centered

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Order Form - All engraving will be in Vermarco font only, and will be subject to the Columbaria guidelines on page 1.

Unit Number: 1   2   3   4   5   6   7   8   Niche Number: \_\_\_\_\_

Please Print:

Name 1: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Date of Death: \_\_\_\_\_

Military Service \_\_\_\_\_

Name 2: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Date of Death: \_\_\_\_\_

Military Service \_\_\_\_\_

Tag Line: \_\_\_\_\_

Tag line is subject to approval by the Cemetery Management. The tag line must reflect Christian values.

Spelling and Dates approved by: \_\_\_\_\_

Niche Owner/Representative Name (Please print)

\_\_\_\_\_  
Niche Owner/Representative Full Address

\_\_\_\_\_  
Niche Owner/Representative Signature

\_\_\_\_\_  
Date

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Cemetery Representative: \_\_\_\_\_

Signature

Date