

CEMETERY RULES & GUIDELINES



- **Office Hours:**
 - Monday-Friday from 7:00 a.m. – 3:00 p.m. Closed on weekends and holidays.
- **Space Sales:**
 - By appointment only. Call 715-486-2098 or email hilltop@ci.marshfield.wi.us to set up a time to meet with staff.
- **Grave Decoration Dates:**
 - Summer: allowed May 1st – September 30th. All fall/winter decorations, containers and other adornments remaining as of May 1st will be considered abandoned & will be disposed of at the discretion of the cemetery staff.
 - Fall and winter: allowed October 1st – April 30th. All summer decorations (including shepherd hooks & solar lights), containers and other adornments remaining as of October 1st will be considered abandoned & will be disposed of at the discretion of the cemetery staff.
- **Cemetery Clean-up:**
 - Spring: starts April 15th. Winter decorations must be removed by April 30th.
 - Fall: starts September 15th. Summer decorations must be removed by September 30th.
- **Items Not Allowed:**
 - Landscape rock/gravel/stones
 - Glass items
 - Raised pavers/edging
 - Arborvitae, hedges or other plantings
 - Fences or other enclosures around lots
- **Items Allowed:**
 - Grave saddles are highly recommended.
 - We strongly encourage that any floral/plant arrangements that are not affixed to the stone be set on a flush paver on the side of the stone (nothing in front of or behind stone).
- **Other:**
 - DO NOT leave flowers & other items at the cemetery office for staff to dispose of. Please take all items with you and dispose of properly.
 - Items that do not follow guidelines above may be removed by cemetery staff without notice. In addition, staff is not responsible for any lost, stolen or damaged decorations.
 - Snow-blowing around stones in the winter is required when there is a burial. Staff cannot see what's under the snow, so to prevent items from being hit by snow-blowers and broken, it is essential that all items be removed from the ground around the stones BY SEPTEMBER 30th. Removal of the items also prevents damage to snow removal equipment.