

**St. Mary's Parish**  
**Funeral and Burial Procedures**  
**Updated July 25, 2025**

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- When scheduling a funeral, service and/or burial, please start by contacting Leslee Durfee at the rectory, 413-243-0275. This preliminary contact is important, but services and burials are not confirmed until we have access to the Mass Book maintained at the rectory and the priest's schedules.
- If the family needs to purchase a plot, the family should contact Karen T. Vidoli at 413-281-6573.
- A Monday burial is possible if we are notified by 3pm on the preceding Thursday and barring any unforeseen difficulties with the grave. Otherwise, Monday morning burials should not be scheduled.
- For Tuesday through Friday burials, we should be notified at least 48 hours prior to the burial
- Do to limited availability of cemetery maintenance, please do NOT schedule Saturday burials without confirmation of the availability of cemetery personnel.
- When you meet with the family, please give them one of our funeral planning binders. Someone from the rectory will contact them to firm up who is doing what at the funeral. Whenever possible, please forward a copy of the completed funeral liturgy form to [icsmchurch@gmail.com](mailto:icsmchurch@gmail.com).
- Payment for grave/plot in full is expected at the time grave/plot is selected.
- Only one full body burial per grave is allowed and the casket must be placed in a concrete vault.
- Each grave may include one full body burial and one cremation urn or two cremation urns. Newly purchased graves may allow for three cremation urns. Urns must be non-porous, or a vault is required.
- It is the responsibility of the funeral home to coordinate with the vault company the placement of the vault, the green carpet and the lowering of the casket into the grave.
- Suggested service offerings:
  - ✓ Make checks payable to St. Mary's Parish
    - Funeral home service: \$150.00
    - Funeral liturgy at church: \$250.00
    - Grave side service only: \$250.00
  - ✓ The organist and cantor have a separate fee. Please confirm their fee with them and pay them directly.

## Cemetery Fees

	<b>St. Mary's Cemetery Rates</b>	<b>St. Joseph's Cemetery Rates</b>
Grave	\$1,250 (single) \$5,000 (4 grave) \$7,000 (6 grave)	\$1,250 (single) \$5,000 (4 grave)
Adult Full Body Weekday Open/Close	\$1,000	\$1,500
Adult Full Body Saturday* Open/Close (before 12 noon)	\$1,200	\$1,750
Adult Cremation Weekday Open/Close	\$650	\$650
Adult Cremation Saturday* Open/Close (before 12 noon)	\$800 \$1,000 (after 12 pm)	\$800 \$1,000 (after 12 pm)
Infant Burial Weekday Open/Close	No charge	No charge
Infant Burial Saturday* Open/Close (before 12 noon)	No charge	No charge
Flat Marker Setting Fee	\$175	\$175
Flat Military Marker Setting Fee	No charge	No charge
Monument Foundation	Determined after pouring	Determined after pouring
Monuments and Markers	Contact Monument Company	Contact Monument Company

- \*Do NOT schedule Saturday burials without confirmation that cemetery personnel will be available. Rare exceptions for Saturday burials after 12 noon may be considered. If approved, there will be an additional upcharge of \$200.
- There will be a \$250 upcharge for burials when ground is frozen and snow removal is required
- If jack hammering is required, and additional fee may be charged.