ALABAMA HISTORICAL COMMISSION
The State Historic Preservation Office

468 S. Perry Street
Montgomery, Alabama 36130-0900
Voice: (334)242-3184
Fax: (334)262-1083
www.preserveala.org

Cemetery Permit Application (Cemetery Relocations)

Please write or type all answers. If a question does not apply to your project, please print N/A (not applicable) in the block or space provided. If additional space is needed, attach extra 8 ½ "x 11" sheets of paper. If you have any questions about completing this form, please contact Hannah J. Garmon at 334.230.2644 or HannahJ.Garmon@preserveala.org.

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1. **Applicant's Name**: _____

   Street Address: _____

   City, State, Zip Code: _____

   Telephone Number: ( )_____ Fax number: ( )_____

   Mobile Number: ( )_____

   Email: _____

   Property Owner's Name: (If different from above)

   Name: _____

   Street Address: _____

   City, State, Zip Code: _____

   Telephone Number: ( )_____Fax number: ( )_____

   Mobile Number: ( )_____

   Email: _____

2. **Historic Cemetery Name**: _____Common Name: _____

   Address: _____

   Nearest Cross Street: _____

   City/Town: _____ County: _____

   Proximity to Town: ☐Within town limits ☐Within 1 mile ☐1-5 miles ☐ 5 or more miles

3. Please attach a photocopy of the relevant USGS 7.5 series quadrangle sheet showing the site location. A supplemental map showing greater detail may also be attached, if appropriate.
   Section _____ Township _____ Range _____

   Quadrangle Sheet (USGS)_____

4. GPS Coordinates (if known): Latitude_____ Longitude_____ Altitude_____

5. Tax Map: _____

6. *Historic Atlas of Alabama, Volume 2, Cemetery Locations by County* Number: _____
   This information can be obtained from the AHC Cemetery Program Coordinator

For Official Use Only
Date Application Rec'd_____
Date Permit Issued_____

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7. Beginning Date of Work: _____ Ending Date of Work: _____

8. Attach a written statement of the landowner's permission both to remove human remains on the property and if necessary, to allow the duly authorized representatives of the Alabama Historical Commission to enter upon the property at reasonable times to inspect and photograph site conditions.
9. Dates of burials: Oldest _____ Most recent: _____
10. Approximate number of marked graves: _____ unmarked graves:_____
11. Threats to cemetery: _____
12. Does a burial listing exist? ☐Yes (location: _____) ☐No ☐Unknown
13. Cemetery Access: ☐ Public access ☐Private property
14. Primary Access: ☐Walk ☐Drive Distance from nearest road: _____
15. Is the cemetery still active? ☐Yes ☐No ☐Unknown
16. Type:
    ☐ Community ☐ Family ☐ Hospital ☐ Memorial Park ☐ Military ☐ Municipal ☐ Pet
    ☐ Potter's Field ☐ Prison ☐ Religious ☐Other: _____
17. Condition (all that apply):
    ☐Maintained ☐Not maintained ☐Partially maintained ☐Neglected/Forgotten ☐Overgrown
    ☐Trash/Dumping Ground ☐Evidence of vandalism ☐ Other: _____
18. Size: ☐ City Lot ☐ Less than 1 acre ☐ 1 to 10 acres ☐ 10 to 50 acres ☐ More than 50 acres
19. Setting: ☐ Rural-Undisturbed ☐ Rural-Developed ☐ Small town ☐ Urban ☐Suburban
20. Perimeter: ☐ Fence (type: _____) ☐ Wall ☐ Vegetation ☐Road(s) ☐ Vacant Land ☐Buildings ☐Other: _____
21. Evidence of Segregation or Grouping by:
    ☐ Race ☐ Religion ☐ Family ☐ Military ☐ Occupation ☐ Fraternal organization
    ☐ Socio-economics ☐ Gender ☐ None ☐ Other:_____
22. Orientation of Graves:
    ☐ East-West ☐ North-South ☐ Toward central monument ☐Toward a river ☐ Toward road
    ☐Other: _____
23. Marker Types (check all that apply): ☐ above-ground tomb ☐ box tomb ☐ column ☐ comb grave
    ☐ coping/curbing/cradles ☐ foot stone ☐ headstone ☐ ledger stone ☐ obelisk ☐ rock cairn
    ☐ statuary ☐ tablet stone ☐Other: _____
24. Veteran's Gravestones:
    ☐American Revolutionary War ☐War of 1812 ☐Civil War (Union) ☐Civil War (Confederate);
    ☐Spanish American War ☐World War I ☐World War II ☐Korean War ☐Vietnam War
    ☐Operation Desert Storm ☐Operation Enduring Freedom ☐Operation Iraqi Freedom

25. Marker Designs (check all that apply):

☐ All-seeing Eye ☐ Anchor ☐ Angel ☐ Bible ☐ Cross ☐ Draped Urn ☐ Hand reaching down
☐ Hand with finger point up ☐ Heart ☐ Lamb ☐ Masonic ☐ Menorah ☐ Sleeping Child
☐ Star/ Star of David ☐ Weeping Willow ☐ Flower Motifs ☐ Other: _____

26. Grave Articles:

☐ bedsteads ☐ bottles ☐ ceramic objects ☐ clocks
☐ dolls/toys ☐ flowers/plastic flowers ☐ flower pots/vases ☐ jars
☐ lamps ☐ light bulbs ☐ marbles ☐ medicine bottles
☐ pinwheels ☐ milk jugs/plastic bottles ☐ plates ☐ sea shells
☐ none ☐ other: _____

27. Associated Historic Buildings/Communities/Neighborhoods: _____

28. Landscape Features:

☐ casual and unplanned ☐ designed plantings ☐ designed drives and walks
☐ designed fencing and walls ☐ informal/ picturesque ☐ terracing/contouring
☐ other:_____

29. Ornamental Plantings/Historic Vegetation: _____

30. Additional Descriptions: _____

31. Provide a statement explaining why this cemetery relocation is necessary and cannot be avoided.

32. Explain the removal process. Be very specific on how the excavation will be performed. Attach additional sheets if necessary.

33. Provide the name and complete address of the person(s) performing the excavation and final disposition of human remains.

34. Provide a statement that the treatment of human remains and associated artifacts will be respectful.

35. Attach photographs (non-Polaroid) of each grave to be relocated ***before*** beginning any work.

36. Describe the reinterment site (attach maps showing site).

37. GPS Coordinates of reinterment site:
    Latitude_____ Latitude_____ Altitude_____

38. Attach a written statement from the owner of the reinterment site of his intention to receive the remains, his permission to allow the remains to be reinterred in the same spatial arrangement, and his acceptance of any grave markers. Note: All above-ground and below-ground burial artifacts should remain separate with each burial.

39. Attach photographs (non-Polaroid) of the reinterment site.
40. Attach Local Governing Body's Approval per §11-47-60 of the *Code of Alabama* 1975
41. Attach Copy of Legal Notice per §11-47-62 of the *Code of Alabama* 1975

ALL APPLICANTS MUST SIGN

I hereby apply for the permit for the activities I have described herein. I agree to allow the duly authorized representatives of the Alabama Historical Commission to enter upon the property at reasonable times to inspect and photograph site conditions.

I hereby certify that there are adequate resources to carry out the proposed goals and objectives under the permit. I understand that work conducted under a permit will not be considered complete until all reports and documentation have been submitted and reviewed by the Alabama Historical Commission to meet all conditions specified as part of the approved permit. Failure to complete the conditions of the permit within the permitted time limit may result in revocation of the permit.

I hereby certify that the information submitted in this application is true and accurate to the best of my knowledge.

_____ _____
Applicant's Name (Please Print) Date

_____ _____
Applicant's Signature Date

REMINDER: Be sure to include all attachments with your application form. Incomplete applications will be returned and a permit will not be issued until all requirements are satisfied.

Send the completed application and attachments to:

State of Alabama Historical Commission
Attn: Hannah J. Garmon
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Montgomery, Alabama 36130-0900
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