



Discover ★ Enjoy ★ Celebrate!

P.O. Box 178 • 114 Woodhull Street •
Ph. 517-651-5374 •

Laingsburg Cemetery Lot Transfer Request

ORIGINAL PERMIT NO. _____ NEW PERMIT NO. _____

Date of Transfer _____ Amount Paid _____

Lot Information			
Section	Block	Row	Grave

Approved Current Lot Owner Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Home Phone: _____ Alternate Phone: _____

Email _____

Birth Date: _____ Spouse's Name (if applicable): _____

Signature / Date _____

Requested New Lot Owner Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Home Phone: _____ Alternate Phone: _____

Email _____

Birth Date: _____ Spouse's Name (if applicable): _____

Signature / Date _____

Approved by: _____ **Date:** _____
Signature of City Official – Not Valid Until Signed

For Official Use Only:

Received By	Date	Transfer Approved By	Date	Records Updated	Owners Notified

**LOTS ARE NON-TRANSFERABLE WITHOUT SIGNED APPROVAL BY
 AUTHORIZED CITY REPRESENTATIVE. NEW LOT OWNER MUST FILL OUT LOT
 ASSIGNMENT FORM UPON COMPLETION OF TRANSFER.**



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P.O. BOX 118 • 114 Woodnall Street •
Ph. 517-651-5374 •

Laingsburg Cemetery Right of Burial / Lot Assignment

PERMIT NO. _____

Date of Sale _____ Amount Paid _____

Lot Information			
Section	Block	Row	Grave

Lot Owner Information			
Full Name:	_____	_____	_____
	<i>Last</i>	<i>First</i>	<i>M.I.</i>
Address:	_____		_____
	<i>Street Address</i>		<i>Apartment/Unit #</i>
	_____	_____	_____
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>
Home Phone:	_____	Alternate Phone:	_____
Email	_____		
Birth Date:	_____	Spouse's Name (if applicable):	_____
Signature / Date	_____		

Lot Reservation*			
Lot/Grave #	Assigned To:	Phone	Address

* Each Grave site can hold a maximum of 1 Full Casket and 1 Cremains or 2 Cremains.
 According to the City of Laingsburg Cemetery Ordinance No. 01.2017, Section 4 (d), "each cemetery plot shall be assigned the name of the specific person(s) who shall be interred in that cemetery plot upon death. If the owner of a cemetery plot desires to effectuate a name change regarding the assigned cemetery plot, that person must contact the City Clerk."

Approved by: _____	Date: _____
<i>Signature of City Official – Not Valid Until Signed</i>	

For Official Use Only:			
Received By	Date	Records Updated	Copy to Owner

NON-TRANSFERABLE WITHOUT PRIOR WRITTEN APPROVAL BY THE CITY