



VILLAGE OF RADIUM HOT SPRINGS

COLUMBARIUM

INFORMATION PACKAGE

February 2016

Village of Radium Hot Springs Columbarium

The Columbarium site is located at 7524 Stations Drive, on a gently sloping site behind the Roman Catholic Canadian Martyr's Church.

The property is owned by the Village of Radium Hot Springs and was subdivided from the Church property for the purpose of creating a non denominational Municipal Columbarium.

Initially, one columbarium containing a total of 60 niches has been sited at the termination of the wheelchair accessible pathway, approximately 90m from the parking lot. Allowance has been made for a second and third Columbaria structure to be installed at a later date, when required for additional niche spaces.

The pathway, first Columbarium and Memorial Wall were constructed during the summer and fall of 2009.

Each of the 60 niches is one cubic foot in size, with depth, width and height dimensions being approximately 12 inches each. The niches can be used for a single interment, or a companion (double) interment. Care must be taken when ordering an urn(s) that the urn(s) will fit into the niche. See the Niche Specification section for specific details.

The Memorial Wall, which is located on the east side of the Columbarium structure has 154 spaces for bronze plaques 5" x 3" in dimension. See the Memorial Plaque Specification section for specific details.



Location of the Columbarium is outlined in red.
Address: 7524 Stations Drive



Columbarium with 60 Niches



Memorial Wall with 154 Spaces

Purchasing a Niche

Pre Need

There is an opportunity to purchase a niche prior to a person's death. This is accomplished by entering into a Right of Interment contract with the Village. The Right of Interment provides the contract holder a reserved specific niche. The Right of Interment can be for a single or companion niche.

At Need

Following the death of a person, a Right of Interment Contract can be entered into for a specific niche. The Right of Interment can be for a single or companion niche. It is important to note that only the legally Authorized Representative under Section 5 of the Cremation, Interment and Funeral Services Act of BC can authorize the interment of cremated remains. The original Certificate of Cremation is required to accompany the Interment Authorization form.

Niche Faceplate Inscriptions

All niche faceplates are supplied by the Village of Radium Hot Springs, and are made of Dakota Mahogany granite.

All inscription work for the faceplates is handled for the Village by Kootenay Monument Installations. Additional details are presented in the specification section of this information package.

Purchasing a Memorial Wall Space and Plaque

Some people choose not to inter their loved ones ashes in a Columbarium niche, but still want a memory place to visit and remember. A name plaque on the Memorial Wall can provide one with this opportunity. For this purpose, a Memorial Permit and bronze plaque can be purchased. All plaques are ordered through the Village of Radium Hot Springs. Additional details are presented in the specification section of this information package.

Contact

For assistance with any questions regarding the Columbarium or Memorial Wall, please contact the Village office at 250-347-6455, and Village staff will be pleased to help.

Payment Options

Payment for Columbarium and Memorial Wall products and services can be made at the Village office located at 4836A Radium Blvd. by cash, cheque, money order, or debit card.

Specifications and Fees

- Niche Specifications
- Urn Specification
- Memorial Specifications
- Fee Schedule

Village of Radium Hot Springs Columbarium

Niche Specifications

Niche Faceplates are supplied by the Village of Radium Hot Springs

Niche Faceplate inscriptions are handled by Kootenay Monument Installations, located in Ta Ta Creek, BC

The Contact person at Kootenay Monument Installations is Myra Harrison.

Telephone:

Toll Free: 1-800-477-9996
(250) 422-3414

Fax:

(250) 422-3164

Mailing Address:

P.O. Box 97, Ta Ta Creek, British Columbia, V0B 2H0

Street Address:

6379 Highway 95A, Ta Ta Creek, British Columbia

Please allow at least two weeks from confirmation of order to delivery of faceplate to Radium Hot Springs.

Myra Harrison will be pleased to assist you in the layout of the inscriptions on the faceplate. All layouts must have a proof approved by the Village of Radium Hot Springs and the client prior to production. To ensure consistency, Niche Faceplate Inscriptions must conform to the specifications overleaf.

NICHE SPECIFICATIONS

1. Internal dimensions of each niche are 30.48 cm x 30.48 cm x 30.48 cm (12" x 12" x 12")
2. Niche faceplate inscriptions. Inscriptions shall be sandblasted into the surface in US Monument letters and figures, with lettering sizes being adjusted accordingly in the event of a long surname. Niche faceplates are 30 cm x 30 cm (11.8" x 11.8")
 - a. Inscriptions for a single Niche shall be composed as follows:
 - i. First line – to include family surname in lettering 1 & ¼ inch in height;
 - ii. Second line – to include given name(s) of the interment in lettering 1 inch in height;
 - iii. Third line – to include year of birth and the year of death in lettering ¾ inch in height;
 - iv. All names, initials, title, rank, sentiment, phrases, etc. are carved on the particular line as space permits
 - b. Inscriptions for a companion Niche shall be composed as follows:
 - i. First line – to include family surname(s) in lettering 1 & ¼ inch in height;
 - ii. Second line – to include given name(s) of the second interment in lettering 1 inch in height;
 - iii. Third line – to include year of birth and the year of death in lettering ¾ inch in height;
 - iv. Fourth line – to include the given name(s) of the second interment in lettering 1 inch in height;
 - v. Fifth line – to include year of birth and the year of death of the second interment in lettering ¾ inch in height;
 - vi. In the case of a second family surname, this will be inscribed in lettering 1 & ¼ inch in height on the fourth line, with remaining lines of information following as 5th, 6th, and 7th lines and,
 - vii. All names, initials, title, rank, sentiment, phrases, etc. are carved on the particular line as space permits.
 - c. Epitaph: (optional) to include a sentiment or phrase, in lettering ¾ inch in height, centred, that is in keeping with the dignity of the Columbarium, adjacent Niches and community standards. Any epitaph must be pre-approved by the Administrator. On a single niche the epitaph will be inscribed below the date line. On a companion niche an epitaph may be inscribed, as space permits, below the date lines of each of the interments.
 - d. Symbols (optional) may be inscribed, as space permits. Any symbol to be inscribed must be pre-approved by the Administrator and be in keeping with the dignity of the Columbarium, adjacent Niches and community standards.
 - e. No other attachments are permitted on the Niche faceplate.

Village of Radium Hot Springs Columbarium

Urn Specifications

1. Urns shall be constructed of a permanent durable material approved by the Administrator, and must be manufactured for the express purpose of containing Cremated Remains.
2. Urn size for a **single occupancy niche** shall not exceed 26 cm (10.25 inches) in height x 27.94 cm (11 inches) in depth x 26 cm (10.25 inches) in width.
3. Urn size for each urn in a **companion (double occupancy) niche** shall not exceed 26 cm (10.25 inches) in height x 27.94 cm (11 inches) in depth x 13 cm (5.125 inches) in width.

Village of Radium Hot Springs Columbarium

Memorial Specifications

In order to ensure consistency, all Memorial Nameplates must be ordered through the Village of Radium Hot Springs office.

An example of a memorial nameplate is provided on the reverse side hereof.

1. All memorial nameplates shall be 7.6 cm x 12.7 cm (3" x 5") in size and cast in bronze alloy. Bronze alloys shall have the following composition:

Copper	85.5	Percentage Variance
Lead	4 – 6	Percentage Variance
Tin	4 – 6	Percentage Variance
Zinc	5	Percentage Variance

2. Memorial nameplates shall have lettering on three (3) separate lines as follows:
 - a. First Line – to include surname in lettering 0.95cm (3/8 inch) in height;
 - b. Second line – to include the given name and/or initials in lettering 0.95 cm (3/8 inch) in height; and
 - c. Third line – to include year of birth and year of death, in lettering 0.63 cm (¼ inch) in height,
 - d. with lettering sizes to be adjusted accordingly in the event of a long surname.
3. Lettering to be in Palatino Roman font, and name plate to be hand chased and polished. Letters and numerals shall protrude 3.2mm (1/8 inch) above the Straight Line edge of the plaque. Face finish to be horizontal brushed and edge finish to be brushed.
4. No other inscription, or any attachments are permitted on the Memorial nameplate

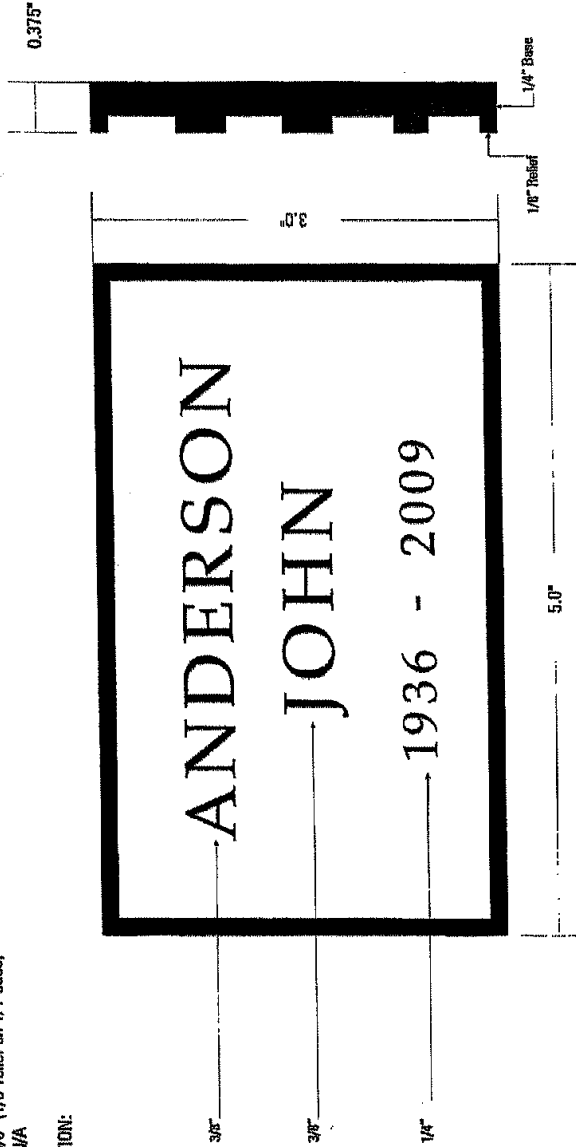
VILLAGE OF RADIUM HOT SPRINGS

ITEM #1: Cast Bronze Plaque

QTY : TBA
 STYLE : 530
 SIZE : 5.0" w x 3.0" h
 MATERIAL : Bronze
 FACE FINISH : Horizontal Brushed
 EDGE FINISH : Brushed
 BKGD : PLHOZ / 0070 Brown
 PROCESS : Cast / Polymer Pattern
 MOUNT :
 THICKNESS : 3/8" (1/8" relief on 1/4" base)
 SKIRT : N/A

BRONZE COMPOSITION:

Copper = 85.5%
 Lead = 4 - 6%
 Tin = 4 - 6%
 Zinc = 5%



Village of Radium Hot Springs Columbarium

FEE SCHEDULE

COLUMBARIUM	\$
Columbarium single niche, upper 3 rows	1500
Columbarium single niche, lower 3 rows	1200
Columbarium companion niche, upper 3 rows	1875
Columbarium companion niche, lower 3 rows	1500
Open/Close per Urn Weekdays (9:00 am to 3:30 pm)	150
Open/Close per Urn After hours, weekends, Statutory holidays	250
Disinterment Weekdays (9:00 am to 3:30 pm)	150
Disinterment After hours, weekends, Statutory holidays	250
Niche face plate engraving	
First interment	cost + 10% administrative fee
Second interment	cost + 10% administrative fee
MEMORIAL WALL	
Memorial wall space	150
Memorial plaque 3" x 5" Bronze	cost + 10% administrative fee

Note: All rates are subject to Applicable Taxes

Rates are effective January 1, 2016