



LISBON CEMETERY  
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### **LISBON CEMETERY POLICY – VENDORS**

1. Any vendor performing work within the Lisbon Cemetery shall call or email the cemetery office two (2) working days prior to the work date. The purposes of this policy are:
  - a. To notify the cemetery of vendors within the cemetery;
  - b. To notify the cemetery of vendors arrival and/or work time; and
  - c. To coordinate vendors' work with funerals. *Funerals will take priority.*
2. All work by vendors in the Lisbon Cemetery shall be performed Monday through Friday from 8 a.m. and 3 p.m. In emergency circumstances, vendors may perform work on Saturdays at the discretion of the Cemetery Supervisor. Vendors shall not perform work on Sundays or holidays.
3. In the event that a vendor must change its work schedule, the vendor shall contact the cemetery office or speak with the Cemetery Supervisor.
4. Vendors contracted to wash tombstones must provide their own water and materials.
5. Should a vendor cause damage to cemetery property (i.e. lawns, trees, or other fixtures), the vendor shall report the damage to the cemetery office immediately. The Cemetery shall document the damages. The vendor causing the damage(s) shall be responsible for the damage(s).
6. If any of the above policies creates a hardship for a vendor during the busy time of year, the vendor shall contact the cemetery office or speak with the Cemetery Supervisor.

**Lisbon Cemetery Board Adopted March 22, 2022**