

Marlow Cemetery

The guidelines contained in this brochure are for the benefit of lot owners in the Marlow Cemetery. Complete rules and regulations are contained in Marlow City Code, Title 7, Chapter 3.

Operations

The cemetery office is located at 905 N. Ash – south of the cemetery – and is open Monday through Friday from 8 a.m. to 5 p.m. Additional hours are posted for Memorial Day. For questions, call City Hall at (580) 658-5401.

The cemetery is closed to services on the following days: All Sundays, New Year's Day*, Martin Luther King Jr. Birthday, President's Day, Memorial Day, Independence Day*, Labor Day, Veteran's Day*, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve and Christmas Day*.

*When marked holidays fall on a weekend, the cemetery will offer services at holiday rates on the day the City observes the holiday.

General Rules

The City of Marlow takes reasonable precaution to protect all private property of lot and grave owners from loss or damage, but expressly disclaims all responsibility for loss or damage from causes beyond its control, and from all acts of Providence including, but not limited to winds, tornadoes, cyclones, fire, hail, snow, ice or frost, whether the damage be direct or indirect.

The City of Marlow shall not be responsible for failure of equipment or for the negligence of funeral directors, or persons representing themselves as funeral directors.

The City Council of Marlow, and appointed cemetery employees, reserves the right to forbid the placing of any structure or object within the Cemetery which they shall deem objectionable.

All gravesites will be maintained at ground level. The City of Marlow shall maintain lots and other cemetery property in a natural state. The city cannot be held responsible for trees, grass, or shrubs previously planted.

Lot Care

Lot owners that choose to care for their property are welcome to do so within the rules set forth by the City Council of Marlow. Lot owners must inform cemetery personnel if they choose to individually care for a lot. In order identify properties that are being cared for on an individual basis, the cemetery department will provide metal markers.

Fences, curbing, walkways, coping, fencing, lighting and bordering of any kind is not allowed. Concrete corner markers are allowed at ground level. Trees and shrubs are not allowed on lots.

The planting of grass is allowed, and encouraged. Watering is restricted to the lot owner's grave only. Do not allow sprinklers to water other sites, or grave stones.

Chairs, settees, benches, birdbaths and structures or items other than a headstone are not permitted on a lot. A bench may be used as a headstone. Breakable figurines, toys, lights, chains, fencing, and similar items, even at the grave stone are discouraged. The City of Marlow cannot be held responsible for items that are damaged.

Wreaths, easels, sprays, artificial and fresh flowers, and other decorations may be placed on a grave at any time, but must be picked up in a timely manner. Please place items at the grave stone. When placing flowers in vases, use sturdy material in the vase to reduce the chances of flowers blowing away. The City of Marlow will not be held responsible for missing items, and cleanup processes are completed on a regular basis, especially following strong winds and storms. Properly placed items will only be removed from gravesite during designated cleanup days with given public notice, unless those items become dilapidated.

Lots that are not cared for in a timely manner will be mowed by cemetery personnel in the same way other lots are handled.

It is unlawful to remove decorations from other than your own grave. The City of Marlow, and its designated employees, reserves the right to remove items it deems outside of the above stipulations.

Monuments and Grave Markers

Specifications and charges for setting monuments and grave markers may be obtained upon request at the cemetery office.

The Cemetery Superintendent shall be notified prior to the setting of any monument or grave marker. The Superintendent shall approve any foundation for monuments and grave markers. They may choose to conduct an orientation with those persons engage in the setting of monuments and markers to assure compliance with regulations.