



**CITY OF  
BELLE FOURCHE  
CEMETERY DEPARTMENT**

511 6<sup>th</sup> Avenue  
Belle Fourche, SD 57717  
Phone: 605-892-3006  
Office Hours:  
7:00 am – 4:00 PM  
Monday - Friday  
www.bellefourche.org

## MONUMENT PERMIT

PINE SLOPE, ST. PAUL'S, RIVERSIDE CEMETERY

**All applications should be submitted and approved by the Public Works Director or designee, before monument is completed, to ensure the design, dimensions, vase and lettering are correct for the grave's location, helping to eliminate errors for all concerned.** The monument permit fee for the initial monument placement shall be \$25.00. There will be no charge for a monument permit for work other than the initial monument placement. Failure to obtain a monument permit shall result in a penalty fee not to exceed \$50.00.

Monument Company: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip : \_\_\_\_\_  
 Email (optional) \_\_\_\_\_  
 Work will take place approximately (Set Date): \_\_\_\_\_

**A request to have grave(s) marked must be received one week prior to installation date.**  
**All grave locations will be flagged, marked out, and checked by Cemetery staff.**  
**Please leave RED flag at the site after installation, to be checked by Cemetery staff.**

Location:  
 Section: Pineslope Cemetery       St. Paul's Cemetery       Riverside Cemetery   
 Block: \_\_\_\_\_ Row: \_\_\_\_\_ Lot: \_\_\_\_\_ Grave(s): \_\_\_\_\_  
 Name(s) on Marker: \_\_\_\_\_

Diagram of the grave space(s) showing placement of the monument(s) on the space:

|          |          |          |          |
|----------|----------|----------|----------|
| Grave #5 | Grave #6 | Grave #7 | Grave #8 |
| Head     | Head     | Head     | Head     |
| Foot     | Foot     | Foot     | Foot     |
| Grave #4 | Grave #3 | Grave #2 | Grave #1 |
| Head     | Head     | Head     | Head     |
| Foot     | Foot     | Foot     | Foot     |

Type/Description of Monument Work: \_\_\_\_\_

Size dimensions = Foundation: \_\_\_\_\_L \_\_\_\_\_W Tablet: \_\_\_\_\_L \_\_\_\_\_W \_\_\_\_\_H

Base: \_\_\_\_\_L \_\_\_\_\_W \_\_\_\_\_H

Slant \_\_\_\_\_ Single \_\_\_\_\_ Double \_\_\_\_\_

Flat \_\_\_\_\_ Single \_\_\_\_\_ Infant \_\_\_\_\_

Base = Yes \_\_\_\_\_ No \_\_\_\_\_ Vase/s \_\_\_\_\_

Vase/s \_\_\_\_\_



Bevel / Hickey Vase/s \_\_\_\_\_

Upright \_\_\_\_\_ Single \_\_\_\_\_ Double \_\_\_\_\_ Vase/s \_\_\_\_\_

Other \_\_\_\_\_

Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

(To be completed by Cemetery staff)

Received by: \_\_\_\_\_ Date received: \_\_\_\_\_

Notes: \_\_\_\_\_

Approval Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

\*Monument Permit shall be submitted to the City of Belle Fourche at least 7 working days prior to the installation of the marker/monument.

Please return to:  
City of Belle Fourche, Engineering Department  
511 6<sup>th</sup> Avenue, Belle Fourche, SD 57717  
Phone: (605)-892-3006