

Cemetery Employee Interview Notes

Cemetery Name: _____

Location Address: _____

Mailing Address: _____

Phone Number: _____

E-mail Address: _____

Office Hours: _____

Cemetery Visiting Hours: _____

Cemetery Rules: _____

Name of Employee: _____

Date of Interview: _____

Type of Interview:

Phone E-mail In-Person Mail

Ancestor/Relative Name: _____

Dates: _____ Relationship: _____

Confirm burial at cemetery: Yes No Other: _____

Burial/cremation date: _____

Lot number: _____

Are copies of any of the following available?

- Death certificate/record
- Obituary
- Other documents
- Map with lot marked

Allow info packet at site for Memorial Day? Yes No

Funeral Home: _____

Address: _____

Phone Number: _____

(List additional information on back)