



Application for License to Perform Grave Openings, Closings, and Related Services

Company Name: _____

Contact: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____

If Corporation, list names and titles of officers; If Partnership, list all partners:

Hold Harmless Agreement

The applicant shall and does hereby indemnify and hold harmless the City of New Braunfels from and against all liability, damages, suits, actions, costs and expenses of whatsoever nature (including reasonable attorney's fees) to persons or property caused by or arising out of any of the applicant's operations hereunder or otherwise relating to the performance of grave openings, closings, and related services in city-owned cemeteries.

Signature of Applicant: _____ Date: _____

State of Texas §

County of Comal §

This instrument was acknowledged before me on this _____ day of _____, 20__,

by _____.

Notary Public, State of Texas _____

My commission expires _____

License Issued:

License #: _____

Receipt #: _____

Date: _____

Amount Paid: _____

ONE CITY, ONE TEAM

830.221.4010 | 550 LANDA STREET, NEW BRAUNFELS, TX 78130 | NBTEXAS.ORG



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License Fee and Expiration Information

The annual fee for performing grave openings, closings, and related services in city-owned cemeteries is fifty dollars (\$50.00). All licenses expire December 31st. Applications are due no later than December 31st preceding the year for which the permit is issued. The license fee must accompany the application and is not subject to prorating.

Liability Insurance Requirements

The applicant's activities, in connection with the opening and closing of graves, must be insured for combined single limit liability in the amount of five hundred thousand dollars (\$500,000) for any one accident.

Revocation of License

According to §26-1(a)(5) of the Code of Ordinances of the City of New Braunfels, this license is subject to revocation or suspension for a stated period of time by order of the City Manager, if the City Manager finds the licensee has done one or more of the following:

- a) Failed to repair or correct any damage that may have been caused by the licensee at a city-owned cemetery;
- b) Failed to collect and pay permit fees as described below;
- c) Failed to provide a current Certificate of Insurance.

Fees for Grave Openings and Closings

A cemetery permit fee in the amount of twenty-five (\$25.00) is provided for in §26-1(b). This fee shall be charged by the City of New Braunfels to the owner of a cemetery lot, or his/her legal representative, when a grave in a city-owned cemetery is opened or closed. Graves for which the perpetual care has been paid shall be exempt from the permit fee in this section. Licensees under §26-1(a) shall be responsible for collecting the cemetery permit fee on behalf of the City. The licensee shall remit such fees to the City on at least a monthly basis. All fees collected under this section shall be deposited into the Cemetery Perpetual Care Fund.

Remittance

Remit to: City Secretary
City of New Braunfels
550 Landa
New Braunfels, Texas 78130
830-221-4010
830-608-2109 (fax)