



PERMIT APPLICATION

Date _____

Lot (s) Owner _____

Address _____

Phone # _____

Deceased Name _____ Section _____ Row _____ Lot _____

Deceased Name _____ Section _____ Row _____ Lot _____

Deceased Name _____ Section _____ Row _____ Lot _____

Monument Company _____

Address _____

Phone # _____

Email Address _____

Foundation Company Professional Cemetery Services

Website Professionalcemeteryservices.com

Phone # 224-802-8119

Email Address Mark@Procemeteryservices.com

Foundation Dimensions

Apron material(s) _____ Width _____ Depth _____ Poured Foundation Depth _____

Base Dimentions

Material _____ Width _____ Depth _____ Height _____

Monument/Marker Dimensions

Material(s) _____ Width _____ Depth _____ Height _____

Form Completed By _____

Lot Owner Signature _____

Name of Cemetery Representative _____

Approved _____

Not Approved _____

Date _____

Cemetery Coordinator

Tracy Gastfield

3050 N Main St

Buffalo Grove, IL 60089

847-634-4600

Tracy@vernontownship.com

Vernon Cemetery

Diamond Lake Cemetery

15215 Cemetery Rd

Lincolnshire, IL 60069

Between RT 60 and Butterfield Rd

Mundelein

1/8/2026

When planning a monument/grave marker for installation the rules/requirements listed below must be followed

Foundation Must be completed by Professional Cemetery Services

1. A foundation must have a pour depth of at least 24 inches of concrete, be framed and poured on site. Dirt/Debris from foundation must be removed from the cemetery.
2. The foundation must have a 2-inch perimeter around the monument / base, that does not exceed 18 inches in depth. **An inspection is required prior to pouring concrete foundation.**
3. The width should not exceed 44 inches for a single grave.

Monument/Marker

1. The height including the base must not exceed 48 inches. The depth must be at least 6 inches. With a 48-inch monument and base, the pour depth of the foundation must be at least 36 inches.
2. The width for a single monument/marker/base cannot exceed 40 inches.
3. The depth of the monument/marker/base cannot exceed 12 inches.
4. The depth of the monument/marker must exceed 6 inches.
5. The name on the monument/marker must also be in English.

Prior to ordering a monument/marker provide a copy to the cemetery representative for dimension approval. This is to avoid a purchased monument/marker that does not meet the cemetery requirements.

Prior to the installation of the foundation/marker/ monument the permit on the back of this page must be completed and submitted to the cemetery representative. 2 business days must be given to the cemetery representative to mark the location of the foundation.

When purchasing a monument/marker off the internet, it is your responsibility to have the foundation installed and the monument affixed to the foundation.

