



## Request for Open/ Close of Cemetery Lot

**\*\*It is the Funeral Home's responsibility to call Troy Armstrong to arrange opening of the grave site. If you can't reach him at 706-973-1738 then call City Hall at 706-864-6133 and have them call Troy.**

Opening/Closing fee 7 days a week:

Casket Burial \$750. Vault is required.

Cremation Urn \$250. Vault is required.

Fee payable prior to service. Make check payable to City of Dahlonega.

Open Date: \_\_\_\_\_  
(Example: Wed.- m/d/y)

Close Date/ and Time: \_\_\_\_\_  
(Example: Wed.- m/d/y at 3 pm)

\_\_\_\_\_  
Name of deceased

\_\_\_\_\_  
Name of Funeral Home

\_\_\_\_\_  
Type of Vault – poly, concrete, steel etc.

\_\_\_\_\_  
Person making the request

\_\_\_\_\_  
Telephone number

\_\_\_\_\_  
Billing Address of Funeral Home

\_\_\_\_\_  
Name of Cemetery, Section and lot number for interment

**\*Have you contacted Troy Armstrong 706-973-1738 to arrange for the opening of the grave?  
Even if you send this request to City Hall, you must call Troy to schedule the open/close.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please send this form via e mail to [shigman@dahlonega.gov](mailto:shigman@dahlonega.gov) or fax to 706-864-4837 attn: Shana

If you have questions about billing please call Kimberly Stafford at 706-864-6133

If you have questions about open/close please contact Shana Higman at 706-482-2718