

## FOREST LAWN GROUP TOUR POLICY & GUIDELINES

Forest Lawn Cemetery welcomes groups for educational purposes and appreciates that Western New York tour operators and groups educate their guests on the wealth found here. There is a vast array of historical, genealogical, architectural, artistic and geological information found here. The Forest Lawn Heritage Foundation has published a book to assist groups and operators in this quest, *Educators Handbook of Forest Lawn Cemetery*. Copies of this book can be obtained for \$5.00 each at the Cemetery office at 1411 Delaware Avenue.

Forest Lawn is a cemetery that continues to service the community in burial services. For that reason, the following requirements apply:

1. Operators must coordinate dates and times of tours with the cemetery office, by completing the "Group Tour Request" form and sending it to the Forest Lawn office via fax (7126-881-6482) or email (flc@forest-lawn.com).
2. If you arrive here without first having made an appointment, the area you wished to visit may not be available to you. Be aware of special days at the cemetery and plan around them. You might even wish to lay a wreath with your group at the gravesite of someone special to them.
3. There have been instances of vandalism to cemetery property by participants on tours; therefore, the cemetery requires **Proof of Liability Insurance Coverage** for the date of the tour [See Attached Policy Regarding Liability Insurance for Events on Cemetery Property Adopted January 14, 2005]. The cemetery acknowledges that most groups show respect for these sacred grounds, but in the event of property damage Forest Lawn must have a record of the entity with whom the claim may be filed.
4. If the group does not have an insurer that provides a "Certificate of Liability Insurance", the cemetery requests a letter stating that the group takes responsibility to protect Forest Lawn property.
5. Operators must come to the cemetery office at the time of the tour to check on the funeral schedule. It may be necessary to re-route the tour if there is a burial service at the same time.
6. Motor Coaches may not drive throughout the cemetery unless accompanied by a cemetery step on guide. A nominal fee per person is charged for the tour depending on the length of the tour. If a motor coach is seen on the grounds without prior notification to the office, they will be asked to leave the cemetery.
7. Coaches may come in and park for a self-guided walking tour – Forest Lawn staff will provide parking instructions. Free maps and some printed materials are available for purchase to prepare your group for the tour.
8. Walking tour participants should dress for the weather. In hilly areas, sturdy footwear is important. If there has been rain recently, the grounds may be soggy.
9. You do not need permission to take photographs during your visit. However, it is not permitted to use the photographs for publication without cemetery authorization.
10. Guests are prohibited from playing on or around monuments or disturbing wildlife.
11. Guests are prohibited on doing any rubbings on any gravestones or rubbings.

12. There are areas in the cemetery where you may picnic with your group but check with the office to locate an area. "Rural" cemeteries were originally planned to be places where groups could gather, relax, and perhaps picnic

**Policy Regarding Liability Insurance  
for Events on Cemetery Property  
Adopted January 14, 2005**

All organizations holding events (including school field trips) on The Forest Lawn Group's property (Forest Lawn, Lakeside, St. Matthew's, or Williamsville Cemetery) must present a Certificate of Liability Insurance, with the following coverages noted:

- 1) General Liability and Limits must be listed.
- 2) Automobile Liability must be listed, with "Any Auto" box checked.
- 3) "Description of Operations / Locations / Vehicles / Exclusions added by endorsement / Special Provisions" box must have the following information and/or language:

"Re: [List event name and date, including name of cemetery]. [Name of cemetery] is included as an Additional Insured under General Liability with respect to above referenced event. The inclusion of an additional insured shall be subject to all other terms and conditions contained in the general liability policy."

- 4) List cemetery name as Certificate Holder:

Buffalo City Cemetery  
A/k/a The Forest Lawn Group; [List Name of] Cemetery  
1411 Delaware Ave  
Buffalo NY 14209

- 5) Cancellation Box must contain the following language:

"Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will mail 30 days written notice to the certificate holder named to the left."

## **WELCOME TO FOREST LAWN!!**

Text by Donna S. Percy  
From "A Visit to Forest Lawn: Educator's Handbook," 1996

Cemeteries are located near places where people live and record the lives of those who have gone before us. They are of great historic and educational value. A study of a cemetery can reveal a great deal about the lives of people and the community in which they lived. Forest Lawn is open to all people so it reflects the diversity of the City of Buffalo and the surrounding area. Some of those interred in Forest Lawn were born in countries all over the world and immigrated to Western New York. The cemetery accommodates the beliefs and practices of the various cultural and religious backgrounds of the families it serves.

Forest Lawn was created as a "rural" cemetery, a new concept in the nineteenth century to provide a beautiful and hygienic setting for burial away from the densely populated areas of Buffalo and Black Rock. The land had been farmed before being purchased in 1849 to create a rural cemetery. Although by 1853 the cemetery was within the City of Buffalo, that part of the city was mostly farmland.

You will find that Forest Lawn, even though surrounded by a bustling city, has retained its rural atmosphere. The trees and shrubs have attracted birds and other small wild creatures which make their home here.

Cemetery studies within this guide include: history, using a timeline, geology, geography, biography, genealogy, life and death, art and sculpture, architecture, mathematics, language arts, and botany.

To be the most beneficial, a (field) trip to Forest Lawn should be combined with classroom (reparatory) work both before and after the trip.