



Williams Charter Township
1080 W. Midland Road
Auburn, Michigan 48611

Pine Grove Cemetery Plot Purchase, Transfer, and Sale Processes

1. Sale of burial rights to resident or non-resident
 - a. Once payment has been made, the township will issue a Burial Rights Certificate signed by the residing Clerk. Certificate goes to the purchaser and a signed copy is retained and recorded by the clerk's office.
2. Transfer of burial rights by living owner
 - a. Transfer of burial rights within Pine Grove Cemetery must be recorded with the township clerk's office to be recognized by the township as valid transfers.
 - b. Current owner must sign a release of interest in the said burial plot, lot or space(s).
 - c. Any pricing differences must be settled with new owner and the township prior to issuing a new burial rights certificate, following the township cemetery policies, rules, and regulations on burial plots within Pine Grove.
 - d. Township BS&A software is updated with new owner name, address, and phone number. A new burial rights certificate will be issued to the new owner.
3. Transfer of burial rights from deceased owner
 - a. Executor of the estate is obligated to prove decision making power via probate or will.
 - b. Executor of the estate is obligated to fill out an affidavit and/or release form allowing for transfer of burial rights.
 - c. Any pricing differences must be settled with new owner and the township prior to issuing a new burial rights certificate, following the township cemetery policies, rules and regulations on burial plots within Pine Grove.
 - d. BS&A software is updated with new owner name, address and phone number and a new burial rights certificate will be issued to the new owner.
4. Sale of burial rights from the owner back to township
 - a. Only current owner or authorized executor of the owner's estate may authorize sale of a burial space back to the township.
 - b. Living owner is required to fill out a release form which relinquishes their claim and rights to the listed burial space(s) and transfers rights back to the township.
 - c. Executor of estate is required to fill out an affidavit on behalf of the deceased owner as well as a release form which relinquishes rights to the listed burial space(s) and transfers rights back to the township.
 - d. Buy back is at the original purchase price of the burial space(s), not current pricing.