

CEMETERY PROPERTY SALES LOG

CEMETERY NAME
 CEMETERY PHYSICAL ADDRESS
 CEMETERY TELEPHONE NUMBER

1	2	3	4	5	6	7	8	9	10	11	12
CONTRACT NUMBER	DATE OF CONTRACT	PURCHASER	INTERMENT SPACE	NUMBER OF INTERMENT SPACE(S) SOLD	PIF/INSTL	PIF DATE	NET SALES PRICE	AMOUNT DUE TO EC	AMOUNT PAID EC	DATE PAID EC	DATE CONTRACT VOIDED OR CANCELLED

1. Enter the contract number. Contracts must be used in sequential order and the order should reflect on the Cemetery property sales log.
2. Enter the date the contract was written and signed.
3. Enter the name of the owner of the interment right being sold.
4. Enter one of the following for the Interment Space purchased: G = Grave; L = Below-Ground Crypt; M = Mausoleum Crypt; N = Niche; F = Free Interment Space
5. Enter the number of interment spaces sold.
6. Enter whether the contract is Paid-In-Full (PIF) or is being paid in Installments (INSTL)
7. Enter the date that the contract is Paid-In-Full.
8. Enter the net sales price (after discounts and credits) of the contract.
9. Enter the amount that is due to the Endowment Care Trust Fund.
10. Enter the amount that has been paid to the Endowment Care Trust Fund.
11. Enter the date that the Endowment Care Trust Fund was paid.
12. If the contract becomes void or is cancelled, enter the date voided or the date cancelled.

*** This log should be used for all Interment Rights only.**