

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 |
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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.