



## TRANSFERRING YOUR *cemetery property*

### IN THIS DOCUMENT, YOU'LL FIND:

- > The Transfer of Ownership Agreement and instructions
- > Property transfer information
- > Editable form fields for your convenience

*Please submit the completed, notarized Agreement with all required documents and fees to Rose Hills® in person or by mail.*

**ROSE  HILLS**

MEMORIAL PARK & MORTUARY

*A member of the Dignity Memorial® network*

Whittier / FD 970 / COA 610



# TRANSFER OF OWNERSHIP AGREEMENT

**IMPORTANT:** Carefully read all instructions on this double-sided form. Please print clearly.

Date \_\_\_\_\_

**A** For value received, I/we hereby sell, assign, transfer and direct Rose Hills\* to issue a Certificate of Ownership to the following person(s). All owners (receiving property/interment rights) must complete Sec. A, sign and have their signature(s) witnessed by a Rose Hills Title Administration Specialist or notarized. **Include any owners that will remain on title.**

Name			Name		
Address			Address		
City	State	ZIP	City	State	ZIP
Phone	Date of Birth	Gender (M/F)	Phone	Date of Birth	Gender (M/F)
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l		

Name			Name		
Address			Address		
City	State	ZIP	City	State	ZIP
Phone	Date of Birth	Gender (M/F)	Phone	Date of Birth	Gender (M/F)
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l		

<b>B</b>	Property/Interment Rights (including title and interest) to be transferred. Original Certificate is:    Attached    Lost Check all that apply:    Double Interment Privilege (DIP)    Double Depth (DD)				Transfer type: Within family Private sale Broker-assisted Charitable
	Lawn	Lot	Grave(s)	Commodities? (Y/N) If yes, list loan number:	
Lawn	Lot	Grave(s)	_____		

**C** By signing this agreement you have acknowledged the intent of this ownership change to the person(s) named in Section A. All current owner(s) and their spouse(s) must sign and complete the information below. Signatures must be witnessed by a Rose Hills Title Administration Specialist or notarized. Rose Hills will not be responsible for liability on account of the authorization to transfer title, therefore, **Sections A, B and C must be completed prior to notarization or witnessing of signatures.**

Name			Name				
Address			Address				
City	State	ZIP	City	State	ZIP		
Phone	Date of Birth	Gender (M/F)	Phone	Date of Birth	Gender (M/F)		
Single	Married	Widowed	SRDP	Single	Married	Widowed	SRDP
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l				
Name of Spouse or SRDP			Name of Spouse or SRDP				
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l				

Name			Name				
Address			Address				
City	State	ZIP	City	State	ZIP		
Phone	Date of Birth	Gender (M/F)	Phone	Date of Birth	Gender (M/F)		
Single	Married	Widowed	SRDP	Single	Married	Widowed	SRDP
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l				
Name of Spouse or SRDP			Name of Spouse or SRDP				
Signature _____ Office Use Only: DL#                      Exp                      Int'l			Signature _____ Office Use Only: DL#                      Exp                      Int'l				

California residents are entitled under the California Consumer Privacy Act to receive notice about the personal information that we collect about them, and how we use this information. To learn more, please visit [www.SCIPrivacy.com](http://www.SCIPrivacy.com).



TRANSFER OF OWNERSHIP AGREEMENT  
INFORMATION AND INSTRUCTIONS

(Rose Hills® does not “buy back” cemetery property)

1. You may **contact** the Title Administration department at 562-463-4563 or TitleAdminRecords@RoseHills.com. The department is open between 8 a.m. and 5 p.m. on weekdays, excluding holidays.
2. You may **meet** with a Title Administrative Specialist **Monday through Thursday from 8 a.m. to 4 p.m. (closed from noon to 1 p.m.), excluding holidays. Appointments are available, but not required. For appointments, call 562-463-4563. Walk-in customers are assisted as expediently as possible. We give every family our full attention, and wait times may occur. We appreciate your patience.**
3. **Required Fees:** An endowment care fund contribution will be charged on all property transfers to ensure adequate reserves for the ongoing care and maintenance of the cemetery. This fee will vary depending on the last endowment care fee paid to Rose Hills. In addition, a \$400 transaction fee is required. Contact the Title Administration department at 562-463-4563 to determine the required fees to transfer your property. **Fees are payable to Rose Hills and subject to change. Personal checks are not accepted.**
4. All information must be clear and legible for processing. **White-out or cross-outs will not be accepted.**
5. All current owners and their spouses or state-registered domestic partners (SRDP), even if not listed on current ownership certificate, must sign. **Signatures must be witnessed by a Rose Hills Title Administration Specialist or notarized.**
  - > All new owners (receiving property/interment rights) must complete Section A and sign. **Signatures must be witnessed by a Rose Hills Title Administration Specialist or notarized.**
6. If all property owners are deceased, the California Health and Safety Code may prohibit resale of the property. **To see if your property is transferable, call 562-463-4563. DO NOT use this form.**
7. Rose Hills will not process the Transfer Agreement unless all required documents, information, signatures and fees are provided. Required documents may include:
  - > Death certificates for any deceased property owners not interred at Rose Hills. If a deceased property owner is interred at Rose Hills, please indicate his/her interment location (grave number, lawn name, etc.) in Section C. **If all property owners are deceased, do not use the enclosed form. Call 562-463-4563.**
  - > A General or Durable Power of Attorney (POA) document that states the POA applies to personal/real estate property. If the documents are not specific, call 562-463-4563 for further instruction.
  - > Original Certificate of Ownership (if the original certificate is lost, please indicate so in Section B) .
  - > Final dissolution papers, court orders and conservatorship documents. Documents must be specific to Rose Hills Memorial Park and must include a description of the cemetery property (i.e. lawn name, grave and lot number, etc.).
  - > Trust or will with the name and location of the interment rights specifically described (because interment rights are not considered personal property or real estate).
  - > A current passport will be accepted as identification for a buyer for a transfer, an Affidavit of Heirship or a Designation Order.
  - > One of the following name change documents, with a government-issued photo ID: naturalization document with Petition for Name Change form; final dissolution papers, if divorced; marriage certificate or court documents.
  - > Corporation documents. Transfers including a non-profit organization require: Statement of Information or Articles of Incorporation, generated by the State of California.
8. Completed Transfer Agreements and all required documents and fees should be submitted to:
  - Rose Hills Memorial Park & Mortuary
  - Title Administration Department
  - 3888 Workman Mill Rd.
  - Whittier, CA 90601

ENDOWMENT CARE CONTRIBUTION PAID ON THIS TRANSFER AGREEMENT: \$ \_\_\_\_\_

TRANSFER PROCESSING FEE PAID ON THIS TRANSFER AGREEMENT: \$ \_\_\_\_\_

**NOTE FOR NOTARY:** Jurat(s)/Acknowledgements must be attached.

## RESALE INFORMATION

Current owners (and their heirs, if all owners are deceased) have a right to sell their interment rights. Please note that Rose Hills® does not:

- > Purchase nor “buy back” cemetery interment rights (property).
- > Assist with selling interment rights (property).
- > Maintain a price list for interment rights (property) that has been previously sold.
- > Estimate the price of any interment right (property) that has been previously sold.
- > Disclose details of third-party transactions.

## REQUIRED FEES

Fees are payable to Rose Hills and subject to change without notice. Personal checks are not accepted.

### Endowment Care Fee

The endowment care fee applies to all property transfers to ensure adequate reserves for the ongoing care and maintenance of the cemetery. Call 562-463-4563 to determine the required fees to transfer your property.

Endowment care for a standard lawn space is:

- > \$200 per space for all property purchased from Rose Hills prior to 2001.
- > Property purchased from Rose Hills after 2001 will be charged the difference between the original endowment care fee paid and the current endowment care fee.
- > All subsequent transfers will incur the difference between the last collected endowment care fee to date and the prevailing fee amount.

All other types of burial property will be charged the difference between the last paid endowment care fee and the current endowment care fee.

### Property Transfer Processing Fee

Transfers require a \$400 transaction fee in addition to the above endowment care fee. Fees are subject to change without notice. Call the 562-463-4563 to determine the required fees to transfer your property.

## REQUIRED DOCUMENTS

Transfer Agreements will not be processed without required documents, information, signatures and fees. All information must be clearly legible without edits. **Required documents may include:**

1. Death certificates for any deceased property owners not interred at Rose Hills. If a deceased property owner is interred at Rose Hills, please indicate his/her interment location (grave number, lawn name, etc.) in Section C of the Transfer of Ownership Agreement. **If all property owners are deceased, do not use the enclosed form. Call the Title Administration department at 562-463-4563.**
2. A General or Durable Power of Attorney (POA) document that states the POA applies to personal/real estate property. If the documents are not specific, call the Title Administration department at 562-463-4563.
3. Original Certificate of Ownership (if the original certificate is lost, please indicate so in Section B of the Transfer Agreement).
4. Final dissolution papers, court orders and conservatorship documents. Documents must be specific to Rose Hills Memorial Park and must include a description of the cemetery property (i.e. lawn name, grave and lot number, etc.).
5. Trust or will with the name and location of the interment rights specifically described (because interment rights are not considered personal property or real estate).
6. A current passport will be accepted as identification for a buyer for a transfer, an Affidavit of Heirship or a Designation Order.
7. One of the following name change documents, with a government-issued photo ID:
  - > Naturalization document with Petition for Name Change form
  - > Final dissolution papers, if divorced
  - > Marriage certificate
  - > Court documents

8. Corporation documents. Transfers including a non-profit organization require:
  - > Statement of Information\*
  - > Articles of Incorporation\*

*\*Must be generated by the State of California*

## RESTRICTIONS

If all property owners are deceased, the California Health and Safety Code may prohibit resale. Please call 562-463-4563 to determine transferability.

If you own 10+ graves, nobody in your household may obtain additional property. Also, after you have transferred 10 graves, additional transfers will require the assistance of a Cemetery Broker.

### Transferring Ownership

1. Complete a Transfer of Ownership Agreement (see the enclosed form or visit RoseHills.com). Obtain additional required documents.
2. Submit completed Agreement, required documents and fees to:  
*Rose Hills Memorial Park & Mortuary  
Title Administration Department  
3888 Workman Mill Rd., Whittier, CA 90601*
3. You may also submit the Agreement, required documents and fees in person, Monday through Thursday from 8 a.m. to 4 p.m. (closed noon to 1 p.m.), excluding holidays. To schedule an appointment (optional), call 562-463-4563.

## NATIONAL TRANSFERABILITY PLAN

The Dignity Memorial® National Transferability Plan provides space-for-space exchange of comparable interment rights (restrictions apply). The exchange must be with an affiliated cemetery and is valid only if the purchaser moves his/her permanent residence more than 75 miles from the original cemetery. **Contact the new affiliated cemetery to determine eligibility.**

## CONTACT INFORMATION

562-463-4563

TitleAdminRecords@RoseHills.com

3888 Workman Mill Rd., Whittier, CA 90601