



**The Memorial Garden in honor of Lela N. Rhodes  
Louisville Presbyterian Theological Seminary**

**POLICIES AND FEES**

**ELIGIBILITY**

- Eligibility for a mounting site in the Memorial Garden and interring ashes on the Seminary campus is extended to the following persons and their family members:
  - Students
  - Alums
  - Employees
  - Faculty
  - Trustees
- Family members are defined as an eligible person's spouse, siblings, children, or parents.
- Other friends of the Seminary may be added to the Memorial Garden at the discretion of the President of the Seminary.

**PLAQUE MOUNTING**

- A location for plaque placement on the Memorial Garden wall may be reserved in advance for a fee of \$1,000. This fee covers the production and mounting of a bronze plaque and the interment of ashes, if requested.
- Family members (as defined above) may reserve adjacent mounting sites for future use, as when available.
- No plaque location may be reserved without receipt of payment by Louisville Seminary.
- Plaque guidelines and templates will be provided by the Philanthropy & Stewardship Office.
- Normal weathering of the plaques should be expected over time. Replacements can be purchased at the current sales price.

**INTERMENT OF ASHES**

- If interment of ashes is requested, ashes must be placed in a biodegradable container, or they may be committed directly into the soil at the burial site.
- No location within the grounds of the Garden will be designated for a specific individual's ashes.

- Delivery of ashes to the Louisville Seminary campus shall be the responsibility of family members or friends of the deceased. Ashes should be delivered to:

ATTN: Facilities  
Louisville Seminary  
1044 Alta Vista Road  
Louisville, KY 40205

#### **MEMORIAL SERVICE**

- Arrangements for a memorial service must be coordinated with the Office of Philanthropy & Stewardship. Such arrangements must be requested seven (7) days in advance. Contact the Office of Philanthropy & Stewardship at 502-992-9353 or [giving@lpts.edu](mailto:giving@lpts.edu).
- Memorial Services held Monday through Thursday will incur a fee of \$100, which includes reservation of the Memorial Garden and six chairs. Services held Friday through Sunday will incur a fee of \$250. A podium and/or tent are available for use, if requested.
- Use of Caldwell Chapel, Seminary buildings, or other campus spaces is NOT included with the fees for a memorial service. Should you wish to request use of these additional campus facilities, please contact Louisville Seminary Events at (502) 992-0220 ext. 437 or [Gardencourt@lpts.edu](mailto:Gardencourt@lpts.edu).

The Seminary reserves the right to adjust its policies and fees at any time.

**Questions?** Please contact the Office of Philanthropy & Stewardship at 502-992-9353 or [giving@lpts.edu](mailto:giving@lpts.edu).