

### How to purchase a Memorial Plaque:

- Obtain the pricing information from the **Schedule of Fees**, available at [www.cokercolumbarium.org](http://www.cokercolumbarium.org) .
- Print the **Agreement Regarding Memorial Plaque Rights** from the website.
- Read the full agreement before completing.
- Page 1:
  - Complete the purchaser section with your name and address information.
  - Complete the date and purchase price. Leave the location information blank at this time.
  - Complete the inscription section.
- Page 2:
  - Complete the date and sign your name.
  - Send or take the completed form to Gail Hatcher, Coker's Director of Adult Ministries and Fellowship, along with your check, or you can pay online using the Donate Now section of [www.coker.org](http://www.coker.org).
- Gail will contact you about the location for the Memorial Plaque you are purchasing and will complete and sign the agreement for the church.
- You will receive a copy of the signed agreement.