



## **DEPARTMENT OF VETERANS AFFAIRS**

*Western New York National Cemetery*  
1254 Indian Falls Road  
Corfu, New York 14036

Updated: 12/4/2020

### **Western New York National Cemetery-Funeral Home and Next of Kin Guidance**

**\*At this time the WNY National Cemetery is in an Early Turn Over (ETO) period and the site is still deemed as *Under Construction*\***

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*The purpose of this document is to provide information to the Funeral Homes and families who have been long awaiting the opening of the Western New York National Cemetery in Corfu, NY. We thank you all for your patience in the dissemination of information. All staff members of the National Cemetery are extremely excited to partner with you in serving our Veterans and families with dignified and honorable resting places, in a National Shrine. We will provide updates as needed to keep all partners of our mission aware of the status of the cemetery. Thank you, and we look forward to creating long-lasting relationships to better serve our Veterans and families.*

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#### **Grave Site Specifications:**

<b>Section Number</b>	<b>Burial Type</b>	<b>Total Number of Developed Gravesites</b>
1	Crypt-Double	1,200
2	Over Sized Crypt-Double	650
3	Crypt-Double	972
2	Private Vault (Pending Scheduling)	650
9	In-Ground Cremains 4'x4'	750
10	In-Ground Cremains 4'x4'	750

## Scheduling Interments:

- **As of 12/04/2020:** WNY National Cemetery is open for interments starting **12/18/2020**
  - **5 (30Min) interment slots available daily; 10AM, 11AM, 12PM, 1PM (Last Casket Interment), and 2PM (Cremains or Service Only).**
- All interments are to be scheduled utilizing the National Cemetery Scheduling Office.
  - Step 1: Fax 1-866-900-6417 OR Scan and Email [NCA.Scheduling@VA.GOV](mailto:NCA.Scheduling@VA.GOV) All discharge documentation to the National Scheduling Office.
  - Step 2: Follow-up with a phone call to: 1-800-535-1117 to schedule.
- **Clergy – Welcomed!**
  - Clergy shall be coordinated and scheduled through the Funeral Home or Next of Kin/Family
  - WNY National Cemetery *does not* schedule or coordinate Clergy, nor has Clergy available on staff.
- **Honors- Only for Veteran Decedent**
  - All DOD Honors (active duty personnel per branch of Veteran Decedent who fold and present the flag) must be scheduled by the Funeral Home or Next of Kin/Family.
  - WNYNC will have local volunteer Honor Guard present if Honors are requested through the National Cemetery Scheduling Office to provide rifle volley and playing of Taps in conjunction with DOD folding/presentation of the flag.
- **Contact numbers for DOD military honors for the New York area:**
  - United States Army including Army National Guard, US Army Reserves and Merchant Marine: 518-581-5106 (Peter Moran, NYS DOD Honors Rep)
  - United States Air Force including Air National Guard and US Air Force Reserves: 609-562-6141
  - United States Navy: 800-856-7091
  - United States Marine Corps: 866-826-3628
  - United States Coast Guard: 216-402-6936

## **Procedures on Day of Interment: Funeral Home/NOK Shall Bring Burial Permit / Cremation Certificate & Flag if Decedent is the Veteran.**

- Funeral Home, Next of Kin, and all individuals attending service shall arrive 15 minutes prior to scheduled time slot. (i.e. if you have a service scheduled at 12:00PM, please arrive no later than 11:45AM).
- Cemetery Representatives at this time will be delivering paperwork and instruction outside until the Administration building is completed.
- Cemetery Representative will meet the Funeral Home and Next of Kin upon arrival to provide information on marker, gravesite location, map, and visitation.
- Cemetery Representative will lead the procession to the Early Turn-Over Committal Shelter \*see map, and assist in parking spaces for hearse and other vehicles present.

**Timeline/Agenda of Service: All Committal Services will last no more than 30MIN**

- If the service is for a Veteran decedent and Honors have been scheduled (Funeral Home and NOK responsible for scheduling), Honors will be given FIRST, including ruffle volley, playing of taps, and DOD folding/presentation of flag to NOK.
- If Clergy has been arranged by the Funeral Home or NOK, they provide words SECOND.

**Markers:**

- All markers at the WNY National Cemetery for inground burials are upright white marble.
- Funeral Homes will receive marker form documentation via email prior to scheduled date of interment.

**COVID:**

- As of 12/04/2020: The number for OUTDOOR gatherings is **maximum of 25**, per the Genesee County Health department and Governor's office.
- Please See Committal Service COVID-19 Guidelines.

**Floral Guidelines:**

- Cemetery policies are conspicuously posted and readily visible to the public.
- Floral arrangements accompanying the casket or urn at the time of burial will be placed on the completed grave. Natural cut flowers may be placed on graves at any time of the year. They will be removed when they become unsightly or when it becomes necessary to facilitate cemetery operations such as mowing. Water will be available at outside faucets from May 15 to October 1. Artificial flowers will be permitted on graves from October 15 through April 15 and may be removed when their presence interferes with grounds maintenance. Artificial floral arrangements may be placed on gravesites five days before and after Memorial Day. Wreaths and grave blankets are allowable during December and January. Grave blankets must be no larger than 2 feet by 3 feet.
- Items may not be secured to headstones or markers.
- Permanent plantings, statues, vigil lights, breakable objects and similar items are not permitted on the graves. The Department of Veterans Affairs does not permit adornments, which are considered offensive, inconsistent with the dignity of the cemetery or considered hazardous to cemetery personnel. For example, items incorporating beads or wires may become entangled in mowers or other equipment and may cause injury.
- Fresh flower containers are available/permitted.

**Splitting of Cremains: *Allowed***

- Please see Dividing Cremated Remains Statement for guidance on splitting of Cremains.

**First Interment Cremated Remains:**

- All first interment cremated remains who have a living spouse or dependent child/adult dependent child shall fill out the Agreement for Burial of Cremated Remains, VA Form 40-4987 \*Please see attached.

**Map/Directions:**

\*Please See Map Attachment for Directions and Information

Address:

Western New York National Cemetery

1254 Indian Fall Road

Corfu, New York 14036

Information:

Main Number:

585-297-1300

<https://www.cem.va.gov/cems/nchp/WesternNewYork.asp>

Director:

James Metcalfe II

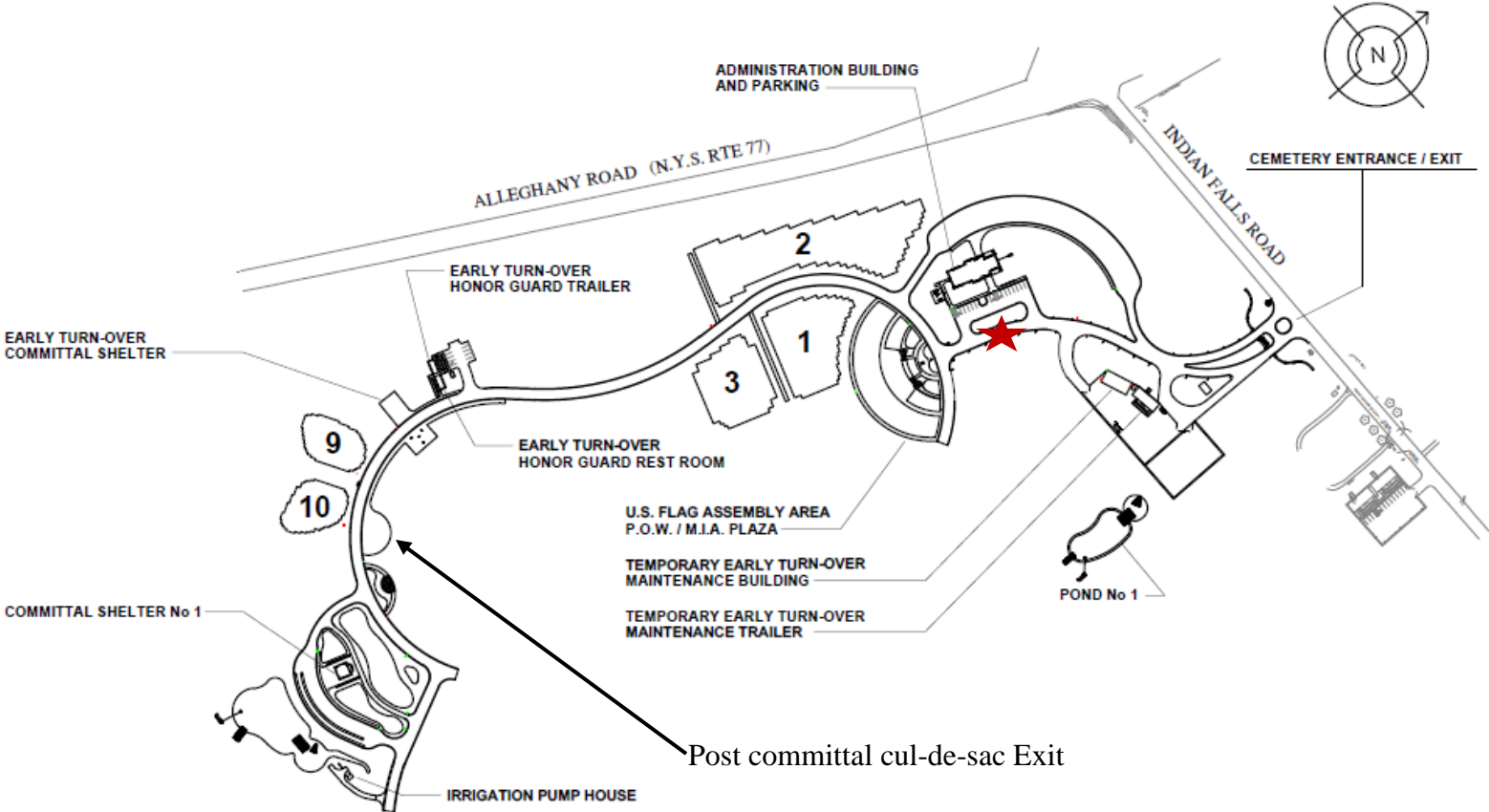
Management Analyst:

Brooke Tinaglia

585-483-9793

[Brooke.Tinaglia@va.gov](mailto:Brooke.Tinaglia@va.gov)

# 936 WESTERN NEW YORK NATIONAL CEMETERY



★ Arrival Meeting Location with Cemetery Representatives

DEC 02, 2020