

Cemetery Management Max[©]™

Designed specifically for mid-sized cemeteries. Beginning with an intuitive interface to code designed to assist you while entering data, each screen provides areas for recording specific information.

Cemetery Management Max[©]™ contains full accounting, auditing, and maintenance record keeping. With sort & search functions never before available in an inexpensive cemetery management program.

Features -

- User Login to control access and provide accountability
- **Cemetery Administration Menu -**
- Select either Perpetual Care or Continual Care for graves purchased
- Continual Care Automated for Annual billing
- Create Grave Site Layout Screen -
- Select any Grave Site Layout "**GSL**" with:
 - Section Name - Garden, Columbarium, Mausoleum, etc.
 - Section number or letter
 - Block number or letter
 - Lot number or letter
 - Grave number or letter
- **Administration Menu -**
- Standard and Amount Protection Deed with legal administration
- Enter company's cemetery does business with by type of company
- Enter purchases for cemetery
- Post completed purchases for cemetery
- Add \ Edit Employee's for Audit of data input
- Audit user input or change data entered in Administrative Audit areas
- Include Donors
- Include Donations by Donors

- **Owners Screen** -
- Single and Multiple "Family" grave purchases
- Include Contract Number with Multiple Graves Purchased
- Click on Work, Home or Cell phone number to place and record a call
- Click on e-mail address to open and record an e-mail
- Select multiple graves purchased for Amount Protected Deed
- Select graves purchased by **GSL**
- View all Owner information in one screen
- Complete Owner Product purchase Screen
- View Owner Invoice, Statement and Account Balances
- Enter and record full Trust Accounting with deposit and withdrawal's
- View Active, Deceased and All Owners in handy screens
- **Interred Information Screen** -
- Split entry screen for Interred information
- Record primary information on first screen
- Record additional information on second screen
- Include full military information
- Include Book and Page of Interment book
- Select Grave site location by **GSL**
- Complete Monument information with each Interred
- Full Genealogy for both sides of Interred family
- Include Casket or Urn model with manufacture
- Include size of Grave Site
- Show In-Ground, Vault, Mausoleum or Columbarium
- Search by Last or First Name
- Include "Sex" of each Interred
- Include Next of Kin for Interred

- **Interred Menu** -
 - Batch Processing screen for initial Interred Information
 - Sort Interred by 22 user selectable options
 - Click on any sorted Interred information to view all information on Interred
 - Simple Transfer screen by selecting Owner of grave site
- **Graves Menu** -
 - Simple removal of Grave site purchase by Owner selection
 - Grave Site Owner's with history of grave site purchase
 - View Graves purchased by Owner or Contract
 - View Grave Site Availability by Section Name or Section
 - View all Grave Sites Purchased on-screen
- **Visual Menu** -
 - View Interred, Owners, Available and Unavailable grave sites on-screen
 - View Maps of Sections of the cemetery with all information
- **Accounts Menu** -
 - Enter and record Grave Site payments
 - Enter and record Continual Care payments
 - Enter, Edit and Delete Continual Care Owners
- **Maintenance Menu** -
 - Enter and record Caretakers, Contractors and assistants
 - Complete Work Orders with
 - Owner Complaints
 - Area to be serviced
 - Days & Hours required to finish work
 - Total cost for work requested
 - Work Order balance report
- **Reports Menu** -
 - New Screen for saving exported tables and reports

Reports –

- Account Balance - Graves
- Account Balance - Continual Care
- Accounts Posted
- Accounts Received
- Caretakers
- Cemetery Company's
- Columbarium Company's
- Continual Care Collected
- Donors
- Donor Envelopes
- Donor Labels
- Donations Collected
- Employees
- Funeral Homes
- Graves - Family
- Graves Purchased
- [Graves Purchased with Interred](#)
- Graves Reserved
- Graves Available
- Graves Unavailable
- Interment Listing
- Interred Listing
- Inurnment Listing
- Invoice - Graves
- Invoice - Continual Care
- Mausoleum Listing
- Next of Kin
- Next of Kin - Envelopes

- Next of Kin - Labels
- Next of Kin - Interred
- Next of Kin - Owners
- Open Invoices
- Owner - Care of Grave Site Requests
- Owners - All
- Owners - Envelopes
- Owners - Labels
- Owner - Purchases
- Owner Statements
- Owner - Active
- Owner - Deceased
- Owner - E-mail Summary
- Perpetual Care Agreement
- Perpetual Care Collected
- Suppliers
- Supplier's Products
- Trust Accounts
- Trust Account Activity
- Veteran's
- Weekly Call Summary
- Work Order Costs
- Work Orders - Open
- Work Orders - Closed
- Work Order Request

Automated Features

Grave Sites Purchased - If you need to reassign a grave site, the "**Grave Sites Purchased**" screen allows you to change your mind.

Remove an Owner, Contact or Interred - Proper Records Management

Instead of having to search for all of the records related to an Owner after you have transferred the grave sites, and possibly missing a record or bit of information, open the "**Removal**" screen. Select the Owner you want to delete and if there are any associated records, the program will prompt you with this information. You cannot remove an Owner until all associated records have been removed. No more wondering what records are associated with what owner. You cannot remove an owner and leave bits and pieces of information scattered across the program.

Record Verification - Partial Records Removal

From a single user to networks with many persons entering data, partial records are created accidentally. Sorting through an Owner's records and supporting information to locate these partial records is an administrative headache. **CMM2005** removes partial records as you work. **CMM2005** sorts through all supporting information searching for two primary aspects in each container. When there is no match, the record is removed.

Interred - "Empty" Grave Sites

Up until **CMM2005** all Cemetery Management programs required you to setup the entire layout of the cemetery for all possible interments. This left empty records in the interred table, a potential in database administration for garbage data and corruption of the program. **CMM2005** removes this by SQL program control. The Grave Site layout container is completely separate from interred listings. The program asks "***Is there someone in this grave?***", if there is no response, the Grave Sites are recognized as empty. You can add, change or remove any Grave Site at any time. You can put as many Interred into a single Grave Site as you want. **CMM2005** takes the wonder out of "**Empty**" Grave Sites, the total number of Interments and ongoing changes to you cemetery.

Military Service - User Edited Listings

Many elaborate cemetery programs have defined administration screens that may only be accessible by secure methods. The administrative area has check boxes for defined service types and wars. **CMM2005** allows entry into containers by the entry person to edit and add any combination of service type records. No predefined selections, the user can add multiple listings and when the user begins entering information in each container, the program automatically sorts the information to the type of entry. If the service record is all capital letters then the record automatically enters the information exactly to what is recorded in the program. The record is automatically flagged as "**Veteran**" eliminating one more step from the process of entering information.

On-Screen Deed - Permanent Grave Site Ownership

When an owner purchases a grave site they may request a Deed (or Certificate of Easement) to seal the transaction. This is an assurance to the owner that the lot belongs to the owner for the purpose of burial only. An on-screen deed is available with containers for entering the permanent information with no preset numbers so that you can enter your own special numbering. By filling out the form and printing it, you can provide a legal conveyance of the lot from the cemetery to the owner. A Deed Administrative area is

provided for alterations to the legal information pertinent to the transaction. A container is provided inside the Owners screen for recording the deed number and a visual record of the deed.

Automatic Grave Site Layout

Entering all of the information about how your cemetery is designed can be very time consuming. The Grave Site Layout screen automates this process by giving you the power to enter the largest cemetery layout and then removing those areas you do not have or need. Doing over 90% of the work of entering this time-intensive task reduces input errors and save you valuable time.