



HSRPA Case No: \_\_\_\_\_  
 (to be assigned by IHPA)

**APPLICATION FOR PERMIT TO CONDUCT  
 PRESERVATION WORK IN A HISTORIC ILLINOIS CEMETERY**

This application applies only to historic cemetery preservation projects to probe the ground to locate and recover buried grave markers and to clean, repair, or reset grave markers in an unregistered cemetery. This application is not for scientific research relating to any other federal, state, or private undertaking. If human remains are found during any stage of the probing or restoration, all work must cease. You must notify the county coroner and our office within 48 hours of the discovery by authority of the Illinois Human Skeletal Remains Protection Act (HSRPA) (20 ILCS 3440).

Permit applicants are strongly encouraged to refer to the "Illinois Historic Cemetery Preservation Handbook: A Guide to Basic Preservation" (available for free at [www.illinoishistory.gov](http://www.illinoishistory.gov)) to help guide you through your preservation project.

**Applicant:**

Name:		
Affiliation (if applicable):		
Address:		
City:	State:	ZIP Code:
Telephone Number:	E-mail address:	

**Cemetery Information:**

Cemetery Name (only one cemetery per application):		
Address or GPS Coordinates:		
City:	County:	
Section:	Township:	Range:

**Project Information:**

Approximate number of known graves in cemetery:
Approximate number of markers to be cleaned, recovered and/or reset:
Will the pieces be taken off-site for cleaning and repair? If yes, please indicate where they will be stored, cleaned, and repaired:

Describe the work to be done. Be sure to explain how markers will be located, cleaned, repaired, and/or reset.

#### Checklist for Application:

- Written permission to clean and preserve a cemetery is required from the landowner (sample letter attached).
- If land owned by a person other than the cemetery owner will be crossed to access the cemetery, a letter granting permission to cross the land must be included.
- All requests must include a map (e.g. topographic, township, or street) with the location of the cemetery clearly marked.
- Applicant must clearly demonstrate that they have received training in approved cemetery preservation techniques. If you have attended a cemetery preservation workshop, you may not need additional training, but you still need to apply for a permit.
- Within thirty (30) days of the completion of the work, the applicant must submit a report summarizing work performed.
- Submit the application and report to the Anne Haaker, Illinois Historic Preservation Agency, 1 Old State Capitol Plaza, Springfield, Illinois, 62701 or by FAX: 217/524-7525 or by E-mail: [anne.haaker@illinois.gov](mailto:anne.haaker@illinois.gov).
- Questions? Please contact the Illinois Historic Preservation Agency, Division of Preservation Services at 217/785-7930.

Illinois Historic Preservation Agency  
Division of Preservation Services  
1 Old State Capitol Plaza  
Springfield, Illinois 62701  
Telephone: 217/785-7930  
[www.illinoishistory.gov](http://www.illinoishistory.gov)