



Procedures Manual
Subject **Burial of Indigent Persons**
 At Fulton County Expense

Statement of Policy: Fulton County shall pay for the burial of persons who are paupers and destitute and who are residents of Fulton County at the time of death, provided that they have an indigent status and that the next of kin, or others, will not assume responsibility. Section 23-2304 of the Georgia Code of 1933, as amended, shall apply as to the legal authority and obligation on the part of the County in bearing expense for interment of the indigent. The Clerk of the County Commission shall be responsible for preparing and maintaining a record of information on all indigent burials and shall be responsible for approving invoices submitted for payment by the various cemeteries. The Comptroller is hereby authorized to pay approved invoices as submitted by the Clerk of the Commission.

Procedure:

1. The Clerk of the County Commission shall complete Request for Indigent Burial at Fulton County Expense form in original and one copy when the County is called upon to bury a body. When the Clerk of the County Commission has documented facts that the body is indigent and no other person will assume responsibility the Clerk will prepare a requisition and attach thereto copy of Request for Indigent Burial at Fulton County Expense and forward to the Purchasing Agent in order that a Purchase Order may be written in favor of the cemetery where the body is to be interred. The Clerk will maintain as a permanent record the original of Request for Indigent Burial at Fulton County Expense.
2. The Purchase Order shall be the authority for the cemetery of interment to bury the indigent body.
3. Upon receipt of invoice from the cemetery for services rendered, the Clerk of the County Commission will approve same, if in order, and forward to the Comptroller for payment.
4. The Comptroller shall pay the cemetery of interment upon receipt of approved invoice from the Clerk.

References: Letter, County Attorney, dated May 13, 1966
Section 23-2304 of the Georgia Code of 1933, as amended.

Date of Approval: June 15, 1966

Agencies Directly Affected: Clerk of County Commission, Comptroller,
External Auditor