

MEMORIAL ARRANGEMENTS



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Policy for Service

The resurrection is a central doctrine of the Christian faith and shapes Christian attitudes and responses to the event of death. Death brings loss, sorrow and grief to all. In the face of death, Christians affirm, with tears and joy, the hope of the gospel. Christians do not bear bereavement in isolation, but are sustained by the power of the Spirit and the community of faith. The church offers a ministry of love and hope to all who grieve.

The service on the occasion of death ordinarily should be held in the usual place of worship in order to join this service to the community's continuing life and witness to the resurrection.

Because of its affirmation of faith in the resurrection and commitment to providing a community of concern and support, the session urges that members of the congregation hold funerals or memorial services in the church sanctuary or chapel. Such a service is a witness to the resurrection, and ordinarily such services are held in the places set apart for the corporate worship of God. At times of death, the bereaved are not called upon to face death in isolation from other Christians. They can and should be sustained and upheld by the Christian community. By gathering in the places customarily set apart for the corporate worship of God, we are reminded that God is the God of all the times of our lives.

The Service of Worship

This service may be observed before or after the committal of the body. The service may include hymns, scripture, an exposition of the Word, recollections of the life of the one who has died, and prayers of thanksgiving, intercession and supplication. The service may include other actions common to the community of faith and its cultures when these actions do not detract from or diminish the Christian understanding of death and resurrection.

When the casket is present, it is closed in order that attention in the service be directed to God. Any fraternal, civic or military rites should be conducted separately.

Fees for Church Members

Because the pastors are ordained to minister to people in their times of need and because a funeral or memorial service is one of those times, leadership in this service of worship is part of our pastor's ministry and no fee is required. There is no fee for the use of the sanctuary, chapel or Fellowship Hall. If music is desired, the church organist will play. The fee is \$250.00. If a soloist is requested, the typical fee is \$100. If a family friend is invited to sing, they may negotiate the honorarium privately with that soloist. Additionally, there is a fee for the sexton (\$75) and the sound technician (\$150).

Fees for Nonmembers

Nonmembers of the congregation are asked to provide the following fees:

Pastor - \$300; Organist - \$250; Sound Technician - \$150; Sexton - \$75; Soloist – \$100 - \$200 (to be negotiated with the soloist). These fees may vary depending on the type of service.

Luncheons/Receptions

At the death of a church member, the Board of Deacons will be available, as part of its ministry, to facilitate the use of Fellowship Hall by setting up and cleaning up as well as providing coffee, tea, water, etc. If light refreshments or lunch is requested, the family is asked to provide the food and to notify the church as to when it will be delivered prior to the service.

Preparation for Death

Because it is difficult under emotional stress to plan wisely, all members of the congregation are encouraged to discuss and plan in advance the arrangements that must be made at the time of death, including decisions about Christian options for burial, cremation, or donations for medical purposes. These plans should provide for arrangements that are simple, that bear witness to the resurrection hope, and in which the Christian community is central. You may want to complete the form included in this information "Memorial Arrangements" containing such plans. The completed form will be kept on file in the church office.

Memorial Arrangements

First Name _____ Middle Name _____ Last Name _____

Birth Date: _____ This form was completed on: _____

Father's Full Name: _____

Mother's Full Name: _____

(Include maiden name)

Spouse's Name: _____

(Include maiden name, if applicable)

Children/Stepchildren/Grandchildren: _____

I request that my funeral/memorial be at:

☐ church ☐ funeral home ☐ other location _____

I desire that the church include the following (provide selection or write "none").

If you make no selections and do write "none", the pastor will make selections.

Scripture: _____

Hymns: _____

Other music: _____

I desire that a memorial fund be established:

☐ In lieu of flowers

☐ Friends to have a choice between flowers or giving to a memorial fund.

If a memorial fund is established, funds are to be dedicated to:

☐ First Presbyterian Church, Sarasota _____

☐ Other _____

I have a Will ☐ yes ☐ no

My attorney is _____

Address: _____

Phone: _____ Email: _____

My executor/Personal Representative is: _____

Contact information: _____

The funeral director/crematorium of my choice is: _____

Contact information: _____

I wish my body to be:

☐ Buried at/cremains interred at _____

☐ Other: _____

Instructions: (include name and location of cemetery/interment location)

I own a lot in the above named cemetery ☐ yes ☐ no

I want the committal service at the cemetery to be

☐ Public ☐ Family only

Names of relatives or friends to be contacted:

Name: _____ Relationship: _____

Address: _____

Phone/Email: _____

Name: _____ Relationship: _____

Address: _____

Phone/Email: _____

Name: _____ Relationship: _____

Address: _____

Phone/Email: _____

Name: _____ Relationship: _____

Address: _____

Phone/Email: _____

The blessings of my life for which I am most grateful to

God: _____

The accomplishments of my life for which I would like to be remembered:

Once you have completed this form, you should make a copy of it to keep for your files. Please send the original signed form to the church office where it will be kept on file.

Signed: _____

Printed Name: _____

Date: _____