



WESTMINSTER
PRESBYTERIAN

*Funeral Policy
&
Planning Guide*

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The apostle Paul writes to the Christians in Thessalonica, *“We do not want you to be uninformed, brothers and sisters, about those who have died, so that you may not grieve as others do who have no hope.”*

As we gather following the death of a loved one, we name our grief in community. We remember that we are not alone. And we remember that while we certainly grieve, we also have hope.

This booklet offers information and encouragement as you think about funeral and memorial services for a loved one. We hope that it can be a helpful resource to you in your planning.

Once you have reviewed these materials, one of the pastors will be happy to then discuss with you plans for a service. Please do not hesitate to contact us if there is anything we or the church can do for you.

A loved one has died: What do I do now?

- Contact the church at 336-299-3785 so that we are aware of the death and can support you. If you are calling after hours, dial extension 121 upon hearing the church voicemail. This will forward you to one of our pastors, who can assist you.
- Contact the funeral home or cremation service that will assist you.
- Decide which type of service you would like to have (see below).
- Consider and discuss possible days/times that you would like to have a service with family members.
- Consider which scriptures and music selections you would like to include in the service (see pages 7-11 for policies and suggestions).
- Meet with a pastor to inquire about dates and times and discuss details further.

- *Green Pastures (Psalm 23)*
- *His Eye Is on The Sparrow* Charles Hutchinson Gabriel | Civilla Durfee Martin
- *How Great Thou Art* Stuart Wesley Keene Hine
- *I Will Run to You* Darlene Zschech
- *It Is Well* Horatio Gates Spafford | Kristene DiMarco | Philip Paul Bliss
- *On Eagle’s Wings* Michael Joncas
- *Precious Lord Take My Hand (gospel version)* Thomas A. Dorsey Arr. By Mike Farris
- *The Lord’s Prayer* (worship Band non solo)
- *Up to The Mountain* Patty Griffin

Music Guidelines: Organ Led Service

About God’s presence with us in our grief:

- Abide with Me
- Be Still, My Soul
- Great Is Thy Faithfulness
- The King of Love My Shepherd Is (paraphrase of Psalm 23)
- Softly and Tenderly Jesus Is Calling
- When Peace like a River (It Is Well with My Soul)

Celebrating the hope of the resurrection:

- Amazing Grace, How Sweet the Sound
- For All the Saints
- Lift High the Cross
- Love Divine, All Loves Excelling
- Our God, Our Help in Ages Past

Special Music for solo or small group:

- At the River (Aaron Copland)
- Give Me Jesus (arr. Moses Hogan)
- I Know that My Redeemer Liveth (from The Messiah, G.F. Handel)
- The Lord’s Prayer (Albert Malotte)
- Precious Lord, Take My Hand

Stephen Ministry

Sometimes the days and weeks after a service for a loved one can be the most difficult. Our Stephen's Ministers are congregation members who regularly walk with individuals through a time of grief. Through the practice of nonjudgmental listening, they offer support to many. If you think you may be interested in being paired with a Stephen's Minister, we encourage you to be in touch with a pastor.

Scripture Suggestions

When you meet with one of the pastors you will discuss Scripture passages that might be appropriate for the service. The pastors are happy to offer suggestions and also to incorporate passages that are particularly meaningful to the family or to your loved one.

Music Guidelines: Worship Band Led Service

About God's presence in our grief

- *Goodness Love and Mercy* Bear Rinehart | Bo Rinehart | Chris Tomlin | Ed Cash
- *Great Are You Lord* David Leonard | Jason Ingram | Leslie Jordan
- *Great Is Thy Faithfulness (Beginning to End)* Jason Ingram | Michael Weaver | Thomas Obediah Chisholm | William Marion Runyan
- *Hear Our Praises* Reuben Morgan
- *My Shepherd Will Supply My Need* Isaac Watts
- *Softly and Tenderly* William Lamartine Thompson
- *Not Be Moved* Crispin Schroeder | David Linhart

Celebrating the hope of the resurrection

- *Amazing Grace (My Chains Are Gone)* Chris Tomlin | John Newton | Louie Giglio
- *Blessed Assurance* Fanny Jane Crosby | Phoebe Palmer Knapp
- *Cornerstone* Edward Mote | Eric Liljero | Jonas Myrin | Reuben Morgan | William Batchelder Bradbury
- *10,000 Reasons (Bless the Lord)* Jonas Myrin | Matt Redman
- *What the Lord Has Done in Me* Reuben Morgan
- *Who You say I Am* Ben Fielding | Reuben Morgan

Special music for solo and / or band:

- *Abide with Me* Henty Lyte | Justin Smith
- *Be Still* The Fray

Planning a Service

Types of Services

First, determine which kind of service you'd like to have...

Memorial or Funeral Service

A Memorial Service is a service where the body is not present. A Funeral Service is a service where the body is present either in a casket or an urn. When a casket is present, it will be closed.

A Service of Committal can either precede the memorial or funeral service or can take place at a later time.

Service of Committal (Graveside or Columbarium Service)

The Service of Committal occurs at the interment site where the remains of the deceased are laid to rest. It is usually brief. If no other service (Memorial or Funeral) is held, the Service of Committal may take a longer form.

Information is available in the church office as to the cost of niches and nameplates in the Westminster columbarium.

Whichever kind of service you choose, one or more of our clergy will typically conduct the service. If the family wishes to invite a guest minister to participate in the service, our Pastor can consider extending the invitation.

ORDER OF SERVICE

Below is a suggested order of worship for a funeral or memorial. The family can work with the pastor to adjust this order of worship appropriately.

Prelude/Gathering Music
Welcome
Call to Worship
Congregational Song or Hymn
Old Testament Lesson(s)
Words of Remembrance from Family or Friends (if requested)*
New Testament Lesson(s)
Words of Thanksgiving and Hope (a homily offered by the pastor)
Anthem
Affirmation of Faith (Apostle's Creed or Psalm 23 are typical)
Prayer of Thanksgiving and Lord's Prayer
Congregational Song or Hymn
Benediction
Postlude/Benediction Response

*Appropriate remarks remembering and offering thanks for the deceased may be offered by the family or friends, but these should be brief and few in number (typically no more than 3 speakers). It is also common for a pastor to read remarks previously written by family members or friends. Many families choose not to include these remarks.

Music

A family will need to choose whether they would prefer the service to be led by the Director of Music and members of the worship band (dependent on volunteer musician availability) or Associate Director of Music on piano/organ, and they may select from the wide range of songs and hymns on pages 7&8 of this booklet. The Director of Music or Associate Director of Music typically provides music for the service in consultation with the Pastor. Additional musicians or music may be requested, but they must be approved, and the appropriate fees for additional musicians will apply. Recorded music is typically discouraged. All final decisions regarding music will be approved by the Director of Music.

Other Rites:

The pastor can discuss with family rites honoring military service such as a flag presentation. Rites for membership in other organizations should take place separately from the church service.

Flowers:

The family is responsible for providing flowers if they are desired. We encourage the family to limit floral decorations to a single arrangement of flowers on the Chancel to be placed on the Communion Table, under the cross or a casket spray. The church office can offer guidance in arranging for flowers, along with preferred florists. Additional flowers delivered to the church from friends and family will be used in the narthex or the Fellowship Hall during the reception. The family should designate what will be done with flowers following the service.

Deliveries of flowers on weekends need to be arranged with the church office in advance to ensure that someone is available to receive the delivery.

Ushers:

The church will typically provide ushers for the service. Some families instead prefer to use usher services provided by a funeral home.

Costs for Services:

There are no charges for use of the church's facilities or for the services provided by the Pastor, Director of Music, and Assistant Director of Music (dependent on availability). Costs to the family related to the memorial or funeral service will be for flowers that the family purchases and additional musicians the family may request.

Other Memorabilia:

Some families request memorabilia such as a portrait of the deceased to be placed in the sanctuary during the service. We limit memorabilia in the service itself to a few items, but the family is welcome to have additional remembrances present in the room where they will receive friends before or after the funeral/memorial service.

Technology:

If families wish to compile a photo slideshow or video compilation to show before the service or during the reception, they should present a thumb drive to the church office at least 24 hours before the service (or Friday by 12pm for a Sunday service). This will need to be in an MP4, MOV, or power point presentation format.

Recording and livestreaming worship services, dependent upon staff availability, are available upon request.

Memorial Gifts:

Friends and loved ones may designate a memorial that reflects the interests of the deceased, using one of Westminster's endowments or other funds. The church office can offer guidance on these funds. Acknowledgements will be sent to the family of all memorial gifts.

Receptions:

The family is welcome to receive friends in the Fellowship Hall following the service. Arrangements for the reception should be made with the Pastor.