

Funeral Policy and Planning Form

June 2015



Christ Church
Episcopal

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“Our assurance as Christians is that nothing, not even death, shall separate us from the love of God which is in Christ Jesus our Lord. Amen.”

--*The Book of Common Prayer* (BCP), page 862

This brochure outlines the teaching of The Episcopal Church about the Burial of the Dead and the guidelines for funerals at Christ Church. We hope that it will provide hope and comfort to the bereaved, and guidance to families as they make arrangements for the burial of a loved one from the Church. Please contact our Rector, Fr. Seth Dietrich for further information.

In the sure and certain hope of the resurrection to eternal life through our Lord Jesus Christ, let us pray:

"Father of all, we pray to you for *N.*, and for all those whom we love but see no longer. Grant to them eternal rest. Let light perpetual shine upon them. May *her* soul and the souls of all the departed, through the mercy of God, rest in peace. Amen."

--BCP, page 498

Burial in The Episcopal Church

The Book of Common Prayer provides the following directions for the Burial of the Dead in The Episcopal Church:

- The death of a member of the Church should be reported as soon as possible to, and arrangements for the funeral should be made with, the Minister of the congregation.
- Baptized Christians are properly buried from the Church.
- The service should be held at a time when the congregation has opportunity to be present.
- If there is a coffin, it is to be closed before the service, and it remains closed thereafter. It will be covered with a pall.
- All services will conform to The 1979 Book of Common Prayer.
- Christian parents should make prudent provision for the well-being of their families and all persons should make wills, while they are in good health, arranging for the disposal of their temporal goods, not neglecting, if they are

able, to leave bequests for religious and charitable purposes.

“The liturgy for the dead is an Easter liturgy. It finds all its meaning in the resurrection. Because Jesus was raised from the dead, we, too, shall be raised. The liturgy, therefore, is characterized by joy, in the certainty that nothing will be able to separate us from the love of God in Christ Jesus our Lord (Romans 8:38-39).

“This joy, however, does not make human grief unchristian. The very love we have for each other in Christ brings deep sorrow when we are parted by death. Jesus himself wept at the grave of his friend. So while we rejoice that one we love has entered into the nearer presence of our Lord, we sorrow in sympathy with those who mourn.”

--BCP 507

Funerals at Christ Church

The death of a loved one is an occasion of deep sorrow. It is also a time for the Church to offer comfort to the bereaved, and to assist family members in planning a service of worship that will express the Church’s witness to the assurance of eternal life through our Lord Jesus Christ.

When should we contact the clergy, and how do we schedule the funeral? May we invite other clergy to participate?

The following practices will guide the arrangements for funerals at Christ Church:

- When a person is near death, Fr. Seth should be notified in order that the ministrations of the Church may be provided. See the service “Ministration at the Time of Death,” page 462, in *The Book of Common Prayer*.
- Funerals at Christ Church are to be scheduled with the Rector prior to making any calendar arrangements with a

funeral establishment.

- Christ Church’s associate clergy, if any, share with the Rector in the ministrations at the time of death and in the conduct of burial services.
- Please talk to the rector before inviting other clergy to preach, celebrate the Holy Eucharist or otherwise assist at any Christ Church services.

Is there a specifically Christian view of burial, about the body?

Yes, there is. From ancient times, Christian funeral rites, following Jewish precedents, have assumed that the body is present for the funeral service. Family members or the Church gave special care to the body because it was the temple of the Holy Spirit. The body was lovingly washed, sometimes anointed, wrapped in a clean linen shroud or clothed, and a vigil was kept either in the home or at the church.

Christians believe that a corpse should be handled reverently, although this does not imply that it should be thought of as being prepared for immortality. The Christian faith emphasizes transformation. The central proclamation of the gospel is: “Christ has been raised from the dead, the first fruits of those who have died” (I Corinthians 15:20). The doctrine of the resurrection means that, at death, the physical body indeed perishes (“dust to dust”) and is no more. In the resurrection, God provides a new, spiritual, body that bears “the image of the Man of Heaven,” that is, the Risen Christ (I Corinthians 15:44, 49; cf. vv. 35-54). In other words, for the Christian, our risen life is based on a new creative act of God, not a continuation of our natural life in merely a new form.

Is cremation appropriate for Christians?

When the Resurrection is the foundational belief, the Christian view of burial may also, and quite properly, include cremation. The order of service in our Prayer Book, however, suggests that

cremation should follow the funeral liturgy: “The coffin is to be closed before the service, and it remains closed thereafter” (BCP 468, 490). Nevertheless, for a variety of sound reasons, cremation may take place prior to the funeral, and the ashes may or may not be present during the liturgy.

What choices do we need to make in deciding upon the liturgy?

All funerals at Christ Church conform to the 1979 *Book of Common Prayer*. Our priests are responsible to the Bishop of Milwaukee for conducting the service in accordance with the Prayer Book’s rubrics. The selection of the rite, collects, Scripture readings, prayers, hymns, and other music are made by the family in consultation with the clergy and/or the Director of Music. The family should also choose pallbearers, as it is preferable that the pallbearers, rather than employees of the funeral home, bear or guide the coffin into and out of the church.

The Burial of the Dead shall be celebrated according to Rite One (BCP 469-89) or Rite Two (BCP 491-505). The service may or may not include the Celebration of the Holy Eucharist, but it is recommended for the funerals of communicants. We teach that the Eucharist provides a bond between those who gather for Holy Communion and those who share in the heavenly banquet in the New Jerusalem.

If preferred, the committal of the body or cremated remains may take place at the cemetery or in a columbarium before the service in the church.

The Columbarium at Christ Church is available for the committal of the cremated remains of members of the parish and their relatives. Contact the parish administrator for further information.

What about flowers?

Flowers for funerals are arranged by the family. The Christ Church Flower Guild is available to serve as a resource if you should so need it. Only floral arrangements that are consistent with those in use at regular Sunday services are permitted on the

reredos behind the altar, and the church's flower vases are to be used. All other flowers that are sent to the church will be displayed in the Great Hall. Floral arrangements are not permitted on the coffin in the church. Rather than incurring the waste of large bouquets of flowers, the friends and family of the deceased are encouraged to contribute to a charity or some fund of the parish.

May we have a “memorial” service instead of a funeral if neither the body nor the cremated remains are present?

Although popularly called a “memorial service,” this liturgy is the funeral for a person, and needs to be distinguished from a memorial service that is held at a stated time interval after death, such as an anniversary, or in a place other than where the funeral is being held. The name of the service is not determined by the presence or absence of the body or ashes, but by its purpose.

For a later memorial service, the family may choose to have a Requiem Eucharist (beginning as either Rite One, BCP 323; or Rite Two, BCP 355). A non-eucharistic memorial service may take the form of the liturgy of the Word, beginning as prescribed for celebrations of the Holy Eucharist but concluding after the Prayers of the People, the Lord's Prayer, and with a blessing or the Grace. This service also may be set in the context of the liturgy for Morning or Evening Prayer.

May we have fraternal rites and/or military honors performed during the funeral?

Where fraternal rites are desired, those ceremonies are to precede the service of worship, either at the home of the deceased, fraternal meeting place, or at the funeral establishment. Fraternal ceremonies are not performed in the church.

If military honors are to be included, the American flag may be substituted for the pall during the funeral. The flag is removed from the coffin prior to the casting of earth at the grave site. The officer or non-commissioned officer in

command of a military detail should confer with the priest, before the committal, regarding the proper arrangements.

May we have a reception at the church?

Families may plan for a reception, following the funeral, to be held in the Great Hall at Christ Church. As mentioned earlier, this would be an appropriate place and time for reminiscences to be offered, and the public address system may be used.

The Guild of St. Hilda will prepare coffee and tea for receptions at the parish, and will arrange for catered food at the direction of the family. Alcoholic beverages are ordinarily not served during funeral receptions, but may be with the approval of the Rector. The family is responsible for obtaining these beverages. St. Hilda's Guild does incur expenses such as laundering tablecloths, replacing dishes...etc.

What are the costs for having a funeral at Christ Church?

There is no cost for the use of the church or chapel for a funeral or later memorial service, or for the use of the Great Hall for a reception. The pledges and contributions of our parishioners make this provision possible. Additional expenses, such as for flowers, the organist and other musicians, reception food, and extra work required of the church's maintenance staff, are the responsibility of the family.

For the Service

Church Space: \$60 - check payable to church with memo line "Building Use;" waived for active members*

Officiant: \$200 - honorarium, check payable to clergy

Cleaning: \$50 - check payable to church; memo line "Cleaning"

Organist: \$200 - check payable directly to organist, Scott Riedel

Instrumentalist or Soloist: varies; payable directly to soloists

Flowers: varies; payable directly to the florist

Bulletins: black and white all-inclusive bulletin with liturgy

1-100 bulletins \$35; 100-300 bulletins \$50; 300 or more bulletins

\$75- payable to church with memo line "Office Printing"

*Active membership is defined as receiving communion twice in the year preceding death.

For a Reception

Great Hall and Kitchen: \$75 - check payable to church with memo line “Building Use;” waived for active members*

Reception Coordinator: \$100 -honorarium payable to coordinator

St. Hilda’s Guild: \$50 - check payable to church with memo line “St. Hilda’s”

Cleaning: \$25 - check payable to church with memo line “Cleaning”

Reception Food: varies; payable directly to caterer

NOTE: Aid for fees is available for those in financial hardship.

May we pre-plan our funerals?

It is certainly appropriate for Christians to plan their funerals in advance. The Rector of the parish is available to offer advice and direction in these matters, and the parish office will maintain files of such plans and preferences for future use.

The following form may be used in planning:

Burial Rite Planning

Please note: *this is a sample worksheet for use in pre-planning. A final form is to be completed in consultation with the clergy.*

Date _____

Pre-planner’s (or Deceased’s) Full Name:

Address _____

City, State Zip _____

Phone _____

Date of Birth _____

(Date of Death) _____ (Age at death) _____

Baptized? (circle) Yes No Date? _____

Confirmed? (circle) Yes No Date? _____

Communicant? (circle) Yes No

Contact Name _____

Address _____

City, State Zip _____

Phone _____

Funeral Home Preference _____

Address _____

Phone _____ Contact Name _____

Visiting hours at funeral home? Yes No

Date _____ Time _____

Visiting hours at church (closed casket required)? Yes No

Date _____ Time _____

Vigil Service? Yes No

Date of Vigil _____ Time _____

Location: _____ Funeral Home _____ Church

Funeral Date _____ Time _____

Body Present? Yes No Ashes Present? Yes No

Interment Date _____ Time _____

Location _____

Clergy:

Officiant/Celebrant _____

Preacher _____

Assisting _____

Organist _____

Other Musicians _____

Acolytes:

Crucifer _____ Altar Server _____

Torch Bearers _____

Pall Bearers _____

___Flower Guild Notified

___Altar Guild Notified

Reception _____ St. Hilda Guild Notified

Service:

___Burial Office (no Eucharist): Rite One

___Burial Office (no Eucharist): Rite Two

___Burial Office (with Eucharist): Rite One

___Burial Office (with Eucharist): Rite Two

Holy Scripture (one or more of the following, plus a passage of the Gospel if there is to be a Communion):

___Isaiah 25:6-9 (He will swallow up death forever)

___Isaiah 51:1-13 (To comfort those who mourn)

___ Lamentations 3:22-26, 31-33 (The Lord is good)

___ Wisdom 3:5-9 (The souls of the righteous)

___ Psalm 42:1-7 ___ Psalm 46 ___ Psalm 90:1-12

___ Psalm 121 ___ Psalm 130 ___ Psalm 139:1-11

In addition to their use at the offertory and communion, hymns may also replace the Prayer Book versions of the psalms. "Suitable selections include hymns that are metrical paraphrases of the psalms appointed, such as..."

- #645, 646 The King of Love My Shepherd Is (Ps 23)
- #658 As Longs the Deer for Cooling Streams (Ps 42)
- #687, 688 A Mighty Fortress Is Our God (Ps 46)
- #680 O God, Our Help in Ages Past (Ps 90)
- #668 I to the Hills Will Lift Mine Eyes (Ps 121)
- #666 Out of the Depths I Call (Ps 130)
- #151 From Deepest Woe I Cry to Thee (Ps 130)

___ Romans 8:14-19, 34-35, 37-39 (The glory that shall be)

___ 1 Corinthians 15:20-26, 35-38, 42-44, 53-58 (Imperishable)

___ 2 Corinthians 4:16—5:9 (Things that are unseen are eternal)

___ 1 John 3:1-2 (We shall be like Him)

___ Revelation 7:9-17 (God shall wipe away all tears)

___ Revelation 21:2-7 (Behold, I make all things new)

___ Psalm 23 (BCP Psalter) ___ Psalm 23 (BCP, 476 top)

___ Psalm 23 (BCP, bottom, KJV) ___ Psalm 27

___ Psalm 106:1-5 ___ Psalm 116

___ John 5:24-27 (He who believes has everlasting life)

___ John 6:37-40 (All that the Father gives me will come to me)

___ John 10:11-16 (I am the good shepherd)

___ John 11:21-27 (I am the resurrection and the life)

___ John 14:1-6 (In my Father's house are many rooms)

___ Reflections from friends or family

Hymns – Rite One:

- _____ Sequence (optional re: Psalm)
- _____ Offertory (or special music)
- _____ Communion (or special music)
- _____ Body borne from church (optional)

Hymns – Rite Two:

- _____ Entrance (option re: anthems, ps./cant.)
- _____ After the first reading (option psalm)
- _____ Sequence (option of psalm or canticle)
- _____ Offertory (or special music)
- _____ Communion (or special music)
- _____ Body borne from church
(option re: said or sung anthems)

Hymn possibilities

- 358 Christ the Victorious, give to your servants (1 Cor 15) (*Cantakion*) (Commendation)
- 355 Give rest, O Christ (1 Cor 15)
- 354 Into paradise may the angels lead you (Rev 7 & Rev 21) (*In Paradisum*)
- 357 Jesus, Son of Mary (Communion)
- 356 May choirs of angels lead you (Rev 7 & Rev 21) (*In Paradisum*)

Also see:

- 671 Amazing grace! how sweet the sound
- 688 A mighty fortress is our God (Psalm 46) *also* 687
- 665 All my hope on God is founded
- 208 Alleluia, alleluia, alleluia! The strife is o'er (1 Cor 15)
- 658 As longs the deer for cooling streams (Psalm 42)
- 487 Come, my Way, my Truth, my Life
- 669 Commit thou all that grieves thee (Psalm 37)

- 287 For all the saints, who from their labors rest
- 677 God moves in a mysterious way
- 379 God is Love, let heaven adore him
- 690 Guide me, O thou great Jehovah
- 637 How firm a foundation, ye saints of the Lord *also 636*
- 517 How lovely is thy dwelling place (Psalm 84)
- 335 I am the bread of life (Jn 6 & Jn 11)
- 692 I heard the voice of Jesus say
- 668 I to the hills will lift mine eyes (Psalm 121)
- 635 If thou but trust in God to guide thee
- 429 I'll praise my Maker while I've breath (Psalm 146)
- 620 Jerusalem, my happy home (2 Cor 4-5)
- 624 Jerusalem the golden (Rev 7 & Rev 21)
- 194 Jesus lives! thy terrors now (Rom 8 & Jn 14) *also 195*
- 526 Let saints on earth in concert sing
- 621 Light's abode, celestial Salem (Rom 8, 1 Cor 15, 2 Cor 4-5, Rev 21) *also 622*
- 702 Lord, thou hast searched me and dost know (Psalm 139)
- 691 My faith looks up to thee
- 664 My Shepherd will supply my need (Psalm 23)
- 14 O God, creation's secret force *also 15*
- 680 O God, our help in ages past (Psalm 90)
- 448 O love, how deep, how broad, how high *also 449*
- 455 O Love of God, how strong and true *also 456*
- 623 O what their joy and their glory must be (Rom 8, 2 Cor 4-5, Rev 21)
- 388 O worship the King, all glorious above! (Psalm 104)
- 666 Out of the depths I call (Psalm 130)
- 373 Praise the Lord! ye heavens adore him (Psalm 148)
- 560 Remember your servants, Lord (Mt 5:3-12)
- 685 Rock of ages, cleft for me
- 492 Sing, ye faithful, sing with gladness (1 Cor 15)
- 679 Surely it is God who saves me (First Song of Isaiah) *also 678*
- 447 The Christ who died but rose again (Rom 8)
- 645 The King of love my shepherd is (Psalm 23 & Jn 10) *also 646*
- 663 The Lord my God my shepherd is (Psalm 23)

- 457 Thou art the Way, to thee alone (Jn 14)
- 338 Wherefore, O Father, we thy humble servants
- 625 Ye holy angels bright (Rev 7)
- 618 Ye watchers and ye holy ones (Rev 7)

Also see Easter section:

- 178 Alleluia, alleluia! Give thanks to the risen Lord
- 191 Alleluia, alleluia! Hearts and voices heavenward raise (1 Cor 15)
- 174 At the Lamb's high feast we sing
- 181 Awake and sing the song
- 212 Awake, arise, lift up your voice
- 182 Christ is alive! Let Christians sing
- 185 Christ Jesus lay in death's strong bands *also 186*
- 184 Christ the Lord is risen again!
- 183 Christians, to the Paschal victim
- 199 Come, ye faithful, raise the strain *also 200*
- 205 Good Christians all, rejoice and sing!
- 180 He is risen, he is risen!
- 207 Jesus Christ is risen today, Alleluia!
- 188 Love's redeeming work is done (1 Cor 15) *also 189*
- 204 Now the green blade riseth from the buried grain
- 176 Over the chaos of the empty waters *also 177*
- 210 The day of resurrection!
- 202 The Lamb's high banquet called to share
- 211 The whole bright world rejoices now
- 192 This joyful Eastertide
- 187 Through the Red Sea brought at last, Alleluia!
- 209 We walk by faith, and not by sight

Special Music: _____

Additional Information _____

Notes

Notes