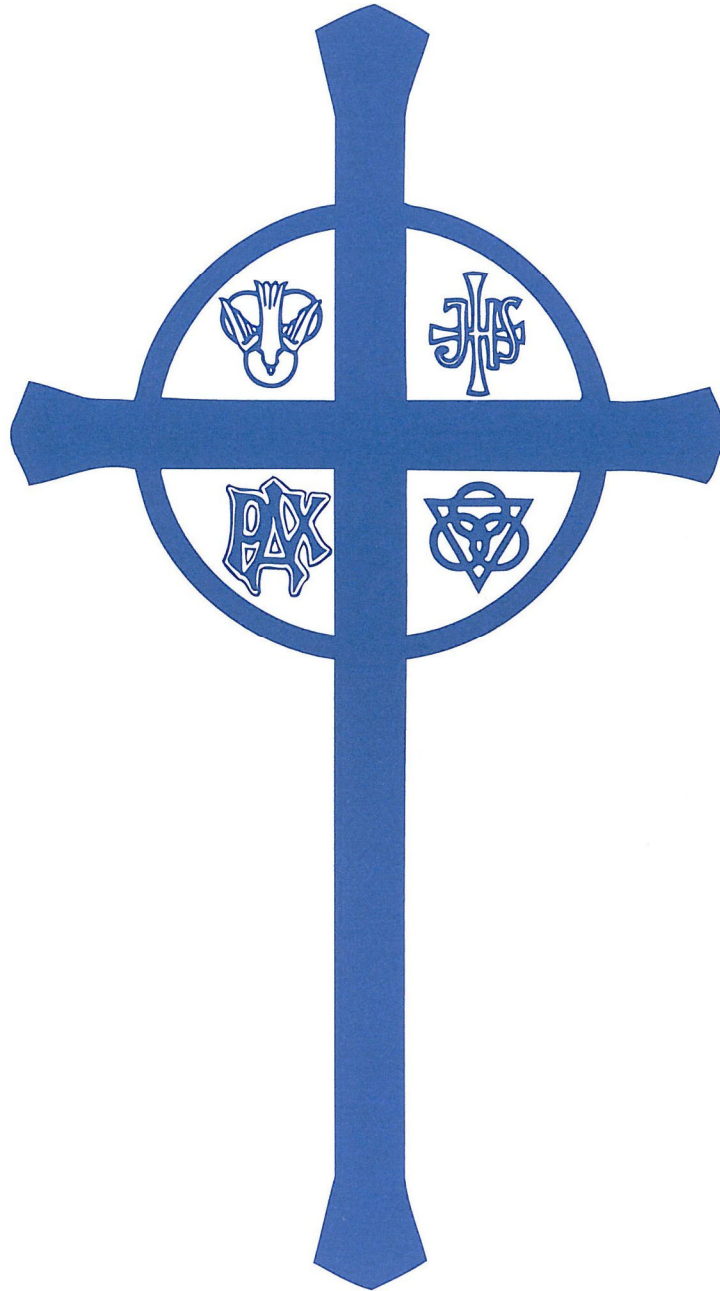


# PLANNING A CHRISTIAN FUNERAL OR MEMORIAL SERVICE



ST. ANDREW PRESBYTERIAN CHURCH  
300 WEST OAK STREET  
DENTON, TEXAS 76201

Dear Friends,

There are few moments when we are more vulnerable than at the death of a loved one. In the face of death, the church seeks to be the kind of community that upholds and sustains those who grieve with Christ's love. We believe with the apostle Paul that "if the earthly tent we live in is destroyed, we have a building from God, a house not made with hands, eternal in the heavens" (2 Corinthians 5:1). Upheld by this faith, we grieve, but not as those who have no hope.



At St. Andrew Presbyterian Church, the funeral or memorial service is an occasion to bear witness to this faith and celebrate with gratitude the life of the deceased. We take into account that it is a tender moment, but one that is filled with thanksgiving. The purpose of this brochure is to help plan such a service.

Please know that our pastors stand ready to be there for you as you seek the assurance that "nothing in all creation will finally be able to separate us from the love of God given in Jesus Christ" (Romans 8:39b).

Grace and peace,

*Richard B. Culp*

Richard B. Culp

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# GUIDELINES FOR THE SERVICE

## **ASSISTANCE FROM THE CHURCH STAFF**

The session and pastors of St. Andrew Presbyterian Church follow The Directory for Worship in the Book of Order of the Presbyterian Church (U.S.A.) in planning funerals and memorial services.

The funeral or memorial service is generally held in the sanctuary of the church and is a service of thanksgiving to God for the life of the one who has died and a witness to the resurrection. The funeral or memorial service bears witness to our hope and faith in the resurrection to eternal life. The service of committal, which can be held either before or after the service at the church, is usually a brief service that both reminds us of our mortality as human beings, and also of our hope in the resurrection to eternal life. For services in the sanctuary, the casket will be closed and not re-opened as our focus in the service is on bodily resurrection.

### ***Columbarium***

St. Andrew Presbyterian Church follows the tradition of many churches in offering a columbarium. Located in the prayer room, it is for the use of past and present members of St. Andrew Presbyterian Church and their immediate families. Other Christian individuals shall also be eligible for interment in the columbarium as approved by the pastors and/or the session.

Each niche holds two urns. Our columbarium is a self-funded, perpetual care facility. You may obtain an information/application packet from the church office by calling 940.387.3897. The office manager or one of the pastors will be happy to discuss the arrangements with you.

### ***Service of Committal***

The service of committal can be held before or after the memorial or funeral service. If burial has been chosen, then the service of committal is held at the cemetery or mausoleum. If the body has been cremated and the remains will rest in the columbarium, then the service of committal takes place at the columbarium. Often only the immediate family and very close friends are present at the service of committal, which should be a brief, dignified farewell conducted with simplicity, "bearing witness to resurrection hope" (W-4.0702).

### ***Pastors***

Ordinarily, one or both members of the pastoral staff are available to officiate at all funerals or memorial services. One pastor shall take the lead in organizing and planning the service with the other pastor serving in a supportive role as liturgist. The request to schedule a funeral or memorial service may be made with either of the pastors. An honorarium for the pastors is not expected from families who are members of our congregation. If the family wishes to do so, donations may be made to the Pastor's Discretionary fund to benefit others in need.

### ***Funeral Pall***

St. Andrew has a pall for a casket as well as one for an urn. The casket pall has long been part of the tradition of the Christian community and is recommended for use at St. Andrew. It is a beautiful covering that is placed over the entire casket, symbolizing at least two things: One, it takes attention away from the casket and symbolizes the equality of all human beings in death. And two, given that a large cross goes from end to end and side to side on the pall, it symbolizes the good news that the deceased rests in the arms of Jesus Christ. The urn pall is a much smaller version of the casket pall. Caskets shall remain closed at all times during the worship service.

### ***Flowers***

It is the practice of our church to limit the floral displays in the sanctuary to three arrangements. One may be placed in the chancel on the pedestal behind the Communion table, and two (if desired) may be placed on either side of the casket. No floral displays may be placed on the Communion table. The family may purchase these flowers from the florist of choice and is responsible for all arrangements for the flowers they desire. Other flowers brought to the church will be displayed in the foyer, narthex, or parlor. What is done with the flowers after the service is the family's choice and should be discussed with the funeral home.

### ***Bulletins***

If desired, the church office staff will prepare a printed bulletin with the Order of Worship for the service. This will be part of the discussion that the pastors have with the family when the service is planned. Bulletins are printed on white paper with a blue cross on the front.

### ***Music***

The church organist will play for funerals and memorial services held at the church. If she is unavailable, a substitute will be provided. The officiating pastors and/or the minister of music must approve all requests for musical selections. Selections for the service should be made from those considered appropriate for public worship (see pages 5 and 6).

The fee for the organist is \$150. If other musicians, such as vocalists or instrumentalists are requested, the organist or minister of music will be happy to help with arrangements. The initial fee for a vocalist is \$150 for one solo. Fees for other musicians will vary and may be discussed with the organist, director of music, or the staff.

### ***Memorial Gifts***

Memorial gift suggestions should be noted in the obituary and may be included in the worship bulletin. The church maintains a Memorial Fund, and donations to that fund may be designated for a variety of the church's ministries and missions. Please discuss such preferences with the pastors.

### ***Meal for the Bereaved***

One of the Bereavement Team coordinators will contact the family to see if they would like to have a meal served either before or after the service, depending on the time of day it occurs. The meal may be served either at the church or in the home of a family member.

### ***Reception Following the Service***

The church narthex shall be available for those desiring to hold an informal reception after a funeral or memorial service. The reception will be organized by the Bereavement Team Coordinator. If you would like the reception to be held at the church, please get in touch with the office manager, who will get the process started (940.387.3897 or [info@standrewdenton.com](mailto:info@standrewdenton.com)).

### ***Guest Book***

If the funeral home staff comes to the church, they provide a guest book as part of their services. If they do not come to the church, please arrange with someone in your family to provide a guest book (or pages therefrom) at the entrances to the sanctuary.

### ***Portraits and Photographs***

If the family wishes to display portraits or photographs, we will be happy for your family or friends to arrange them before the service in the narthex, as well as beside one or both of the guest books at the entrances to the sanctuary.

## PLANNING THE WORSHIP SERVICE

Planning a service ahead of time can be a loving gift to your family. At your death they will be under considerable emotional stress, and your forethought in planning for this event will simplify the task of making the arrangements for a funeral or memorial service. In addition, if your choices are recorded for your family, they do not have to guess about your preferences. Our families want to make decisions that carry out our wishes, and in the midst of grief (sometimes coupled with the shock of a sudden death), it is helpful for your family to be able to turn to these plans.

You may make many of the choices for the service, including scripture selections, hymns, and even solo music if you so desire. In addition, the form gives you the opportunity to note what the most important and valuable experiences in your life have been, information that will be helpful to your family and the pastors when the time comes to plan your service. It is strongly recommended that the making of specific choices for your service be done in conversation with one or both of the pastors. Simply call the church office to make an appointment.

Please use the enclosed Memorial Service Planning form to record your selections. Then keep a copy for yourself, share copies with family members, and send one to the church office to be kept on file.

### SCRIPTURE FOR THE SERVICE

The following scripture suggestions are drawn from both the Old and New Testaments. Of course, if your favorite passage isn't among those suggested below, use your choice instead.

#### *Old Testament*

Job 19:23-27	I know that my redeemer lives
Isaiah 40:1-11, 28-31	Comfort my people
Isaiah 40:28-31	Those who wait for the Lord shall renew their strength
Isaiah 65:17-25	I create a new heaven and a new earth
Ecclesiastes 3:1-15	For everything there is a season

#### *Psalms*

Psalms 23	The Lord is my shepherd
Psalms 46:1-5, 10-11	A very present help in trouble
Psalms 90:1-10, 12	Teach us to number our days
Psalms 103	Bless the Lord, O my soul
Psalms 121	I lift up my eyes to the hills
Psalms 130	Out of the depths I cry to the Lord
Psalms 139:1-12	Where can I go from your spirit?



### ***Epistles***

Romans 8:14-23, 31-39	Nothing can separate us from God's love
Romans 12:7-9, 10c-12	Whether we live or die, we are the Lord's
1 Corinthians 15:20-26; 35-38, 42-44, 50, 53-58	Death is swallowed in victory
2 Corinthians 4:16-5:1	Visible things are transitory, invisible things permanent
1 Thessalonians 4:13-18	The comfort of Christ's coming
Revelation 21:1-4, 22-25, 22:3-5	A new heaven and a new earth

### ***Gospels***

Luke 23:33, 39-43	Today you will be with me in Paradise
John 11:17-27	I am the resurrection and the life
John 14:1-6, 25-27	Let not your hearts be troubled
Matthew 18:1-5, 10	The greatest in the kingdom of heaven
Mark 10:13-16	Let the children come to me

### **MUSIC FOR THE SERVICE**

Our music ministry staff and organist are available to consult with you regarding plans for music for memorial services, whether congregational hymns or solos. They are happy to assist during consultation with the pastors regarding the service.

### ***Solo Music***

The solos listed below, as well as many others, are in St. Andrew's music library. Please talk to the music staff for additional information.

The King of Love My Shepherd Is	Felix Mendelssohn
O Rest in the Lord, from <i>Elijah</i>	Felix Mendelssohn
God our Ever Faithful Shepherd	J.S. Bach, K. Lee Scott
The 23 <sup>rd</sup> Psalm	Various arrangements
The Call	Ralph Vaughan Williams, K. Lee Scott
In Bright Mansions Above	K. Lee Scott
Shall We Gather at the River	Aaron Copland, Donald Busarow
Jesus, the Very Thought of Thee	Dale Wood
Pie Jesu, from <i>Requiem</i>	Gabriel Fauré
The Lord's Prayer	Alfred Hay Malotte

Some hymns appropriate for use as solos, listed by page number in *Glory to God Hymnal*:

- 30 O God, In a Mysterious Way
- 215 What Wondrous Love Is This
- 450 Be Thou My Vision
- 649 Amazing Grace
- 775 I Want Jesus to Walk with Me
- 802 The King of Love My Shepherd Is
- 803 My Shepherd Will Supply My Need
- 833 O Love That Wilt Not Let Me Go

### ***Congregational Hymns***

The hymns listed below are suitable for the congregation to sing as part of the worship service.

- 1 Holy, Holy, Holy
- 4 Holy God, We Praise Your Name
- 12 Immortal, Invisible, God Only Wise
- 14 For the Beauty of the Earth
- 30 O God, in a Mysterious Way
- 269 Lead On, O King Eternal
- 275 A Mighty Fortress is Our God
- 326 For All the Saints
- 450 Be Thou My Vision
- 463 How Firm a Foundation
- 465 What a Friend We Have in Jesus
- 620 Praise, My Soul, the King of Heaven
- 624 I Greet Thee, Who My Sure Redeemer Art
- 643 Now Thank We All Our God
- 686 God of Our Life
- 687 Our God, our Help in Ages Past
- 833 O Love That Wilt Not Let Me Go
- 836 Abide with Me
- 829 My Faith Looks Up to Thee

**ST. ANDREW PRESBYTERIAN CHURCH  
DENTON, TEXAS  
FUNERAL PREFERENCE FORM**

Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Birth \_\_\_\_\_ Phone \_\_\_\_\_

1. Preferred type of service: \_\_\_\_\_ Funeral and committal  
or  
\_\_\_\_\_ Committal and memorial service

Place of service: At church: \_\_\_\_\_

At funeral home: \_\_\_\_\_

Time of service: Day \_\_\_\_\_ Evening \_\_\_\_\_

2. Preferred use of music:  
\_\_\_\_\_ No special music \_\_\_\_\_ Congregational hymns

Suggested selections for congregational hymns:

\_\_\_\_\_  
\_\_\_\_\_

3. Preferred scripture selections:

Old Testament

New Testament

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Preferred treatment of the body:

\_\_\_\_\_ Burial

\_\_\_\_\_ Cremation      How are ashes disposed? \_\_\_\_\_

Body has been donated to: \_\_\_\_\_

The following body parts have been donated to:

Kidneys \_\_\_\_\_

Cornea \_\_\_\_\_

Skin \_\_\_\_\_

5. Preferred committal:  
Name of cemetery \_\_\_\_\_  
(Plot no. if already purchased) (Address)

Type of marker:

\_\_\_ Headstone or monument (not to exceed \$ \_\_\_\_\_)

\_\_\_ Bronze tablet

\_\_\_ None (unmarked)

\_\_\_ Other \_\_\_\_\_

6. Preferred memorial contributions (in place of flowers) to:

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7. Important Information about Your Life You Want Mentioned:

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8. Preferred funeral director and address:

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9. Other directions or comments:

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10. Would you like more information about putting the church in your will?

\_\_\_\_\_ Yes \_\_\_\_\_ No

11. Are you interested in more information about the columbarium?

\_\_\_\_\_ Yes \_\_\_\_\_ No