

## OTHER CONSIDERATIONS

### Sequence of Events:

- 1.) The Pastor learns of the death.
- 2.) The Pastor Meets with the family.
- 3.) The Pastor Contacts the Deacons, the Music Director, and the Business Manager.
- 4.) The details are worked in accordance with this policy and the desires of the family.
- 5.) A service is provided with dignity and respect to both honor God and remember the departure of one of the saints.

### Program Preparation:

If the surviving family would like the church to construct the worship bulletin, the family will work with the church office to do so. Typically, the church office will request an obituary as well as a photo(s). Due to the increasing cost of printing the church will charge .30 for each bi-fold bulletin, and .50 for each tri-fold bulletin for both members and non-members.

### Food:

The Deacon Moderator will reach out to the family after the pastor meets with the family in person or by telephone. The Deacon's will organize a repast for church members. If a family desires a larger menu than what the deacons offer, the family can expand the menu at the family's expense.

### Music:

There is a \$150.00 honorarium cost for the organist. The church will cover this fee for members; however, non-members are responsible for this fee.

Funerals at the church desiring church musicians should contact the music director before establishing a date for the service. This is to allow their input before the date and time are set. This will maximize choir participation and church musician availability. Reimbursement for the organist will be determined by the policy in place.

The church's organist has the right of first refusal depending on availability. He/she can approve an outside organist. The piano is available to outside musicians and the Praise Team is another option depending on availability.

### Sanctuary Use:

There is a charge for sanctuary use for non-members. The Property Coordinator will provide the fee structure.

### Fraternal Civic & Military Considerations:

The Worship Funeral Service shall be complete in itself, and any fraternal, civic, or military rites should be conducted separately. (Directory for Worship-4.10005) The church will charge a fee for use of the facilities for any separate fraternal, civic, or military service.

### Days Available:

During the school year, memorial services and funerals will typically take place on weekends. There is more flexibility in the summer.

## CHECKLIST

<input type="checkbox"/> Repast	<b>Fees</b>
<input type="checkbox"/> Funeral Home	+ Building Use (NM)
<input type="checkbox"/> Order of Service	+ Pastor's Honorarium (NM)
<input type="checkbox"/> Ushers	+ Organist's Honorarium (NM)
<input type="checkbox"/> Church Availability	+ Bulletin Printing (NM/M)
<input type="checkbox"/> Travel Arrangements	+ Repast Catering (NM/M)
<input type="checkbox"/> Music	
<input type="checkbox"/> Flowers	
<input type="checkbox"/> Sound	
<input type="checkbox"/> Guest Book	
	* NM denotes fees non members are responsible for
	* M denotes fees for members of CUPC

## OFFICE HOURS AND CONTACTS

Monday - Thursday 9:00 AM to 5:00 PM

Friday 8:00AM-12:00PM

Interim Pastor Jan Farley: [jfarley@cupcsd.org](mailto:jfarley@cupcsd.org)

Tina Rees, Office Administrator: [office@cupcsd.org](mailto:office@cupcsd.org)

Rocio Gomez (Finance Manager): [rgomez@cupcsd.org](mailto:rgomez@cupcsd.org)

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... NOTHING IN LIFE OR DEATH WILL BE ABLE TO SEPARATE US FROM THE LOVE OF GOD IN CHRIST JESUS OUR LORD. (ROMANS 8)

# Services on the Occasion of Death

## CUPC Funeral Policy & Guide

Revision X

2023



**I am the resurrection and the life, says the Lord. Those who believe in me, even though they die, will live, and everyone who lives and believes in me will never die.**

**John 11:25-26**

# DEATH IN THE REFORMED TRADITION

## Services on the Occasion of Death

### Christians and Death

The resurrection is a central doctrine of the Christian faith and shapes Christians' 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. (W-6.3006)

### Planning Arrangements

Because it is difficult under emotional stress to plan wisely, the church encourages members to discuss and plan in advance the arrangements which will be necessary at the time of death, including decisions about the Christian options of burial, cremation, or donation for medical purposes. These plans should provide arrangements which are simple, which bear witness to resurrection hope, and in which the Christian community is central. (W1.4004)

### Setting Of the Service

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. The service shall be under the direction of the pastor. Others may be invited to participate as leaders in the service at the discretion of the pastor. The service may be observed on any day. A request to observe such a service as a part of the Lord's Day service or to celebrate the Lord's Supper as a part of a service on the occasion of death requires the approval of the session. (W-4.10003)

### Alternatives and Options

This service may be observed before or after the committal of the body. In order that attention in the service be directed to God, when a casket is present it ordinarily is closed. It may be covered with a funeral pall. 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. The service shall be complete in itself, and any fraternal, civic, or military rites should be conducted separately. When there are important reasons not to hold the service in the usual place of worship, it may be held in another suitable place such as a home, a funeral home, a crematorium, or a graveside. (W-4.10005)

### Service of Committal

Members and friends of the family of the one who has died should gather at the graveside or crematorium for a service of farewell, which is to be conducted with simplicity, dignity, and brevity. The service includes readings from scripture, prayers, words of committal, and a blessing, reflecting the reality of death, entrusting the one who has died to the care of God, and bearing witness to the faith in the resurrection from the dead. (W-4.10006)

# EXPLANATION

The aim of the service on the occasion of death is to glorify God as we mourn our loss. The sample order included in this policy of service reaches this aim with simplicity, decency, honor, and respect. The policy is simply a guide.

The prelude sets the tone. With music we declare that we are in a space different from our day to day routine, The Sentences of Scripture call us to worship and assist us in focusing on the faith. Music achieves the same purpose, often articulating what we can't with words.

Reflections personalize the service. Comments should be brief so as not to distract from the dignity of the service. Typically choose diverse voices representing a wide range of different voices addressing various commitments.

Scripture places death in its proper context within our faith story. A selection from each of the major divisions of the Bible gives us an impression of the richness and depth of the entirety of Scripture.

The homily is a short message based on Scripture. This will usually be delivered by the pastor.

The Bereavement Team, Pastor, and Deacons will meet after the service for an after-action review. We want to keep improving our service to God's people.

Our prayers join the voices of the saints, martyrs and prophets throughout the ages. We are surrounded by a great cloud of witnesses. We know, with them, that death is not the final word.



# SAMPLE ORDER OF SERVICE

## The Funeral: A Service of Witness to the Resurrection

Prelude

Sentences of Scripture

Prayer

Solo

Reflections *(three minutes each)*

A family friend (name)  
A work colleague (name)  
A family member (name)

Readings from Scripture

Old Testament Reading  
Psalm Reading  
Epistle Reading  
Gospel Reading

Homily

Pastor Jan

Hymn

Prayers of Thanksgiving, Supplication, and Intercession

The Lord's Prayer

Our Father who art in heaven, Hallowed be thy name. Thy kingdom come, Thy will be done on earth, as it is in heaven. Give us this day our daily bread. And forgive us our debts, as we forgive our debtors. And lead us not into temptation, but deliver us from evil; for thine is the kingdom, and the power, and the glory, for ever. Amen.

Commendation

Sentences of Scripture

Blessing