

## **Funerals and Memorial Services at PHPC**

Our hope is that we may provide comfort in the face of grief and assurance in the face of doubt.

*Jesus said to her: " I am the resurrection and the life. 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.*

### **Services of Worship**

Funeral, Memorial, and Inurnment Services at Preston Hollow Presbyterian Church are *Services of Witness to the Resurrection*. In these worship services, the reality of the death of is confronted; our grief and sorrow are taken seriously; we are comforted by the Lord, who is maker of heaven and earth; and we celebrate the assurance of victory over death.

### **Membership Policy**

PHPC holds these services for members and their immediate families. 'Members' are defined as persons currently on the church rolls, and 'immediate family members' are defined as spouses, children, parents and grandparents. In special circumstances we are able to hold services for non-members.

To plan a service, contact a pastor to determine a meeting time, or you may call Reverend Margaret Watkins, the Parish Associate for Congregational Care, at 214. 368-634 ext. 134. In this time of grief, the pastor will work with the family to set a date, discuss the worship service, and discuss family responsibilities.

### **Times and Dates of Services**

While we are committed to responding to the wishes of our families, setting a date for the service requires the alignment of a number of factors. These factors include the availability of the officiating pastor, the organist, and volunteers who serve as ushers and provide support for the family. The service may not conflict with other scheduled uses of the church facilities, and adequate custodial support must be available. Times for services should be:

Monday- Thursday	10:00 am- 6:00 pm
Friday	10:00 am- 2:00 pm
Saturday	10:00 am- 12:00 pm

Services that begin or last past staffing hours will require overtime pay for custodians.

### **The Service**

Funeral and Memorial services are conducted in the Reformed tradition, and follow the pattern of liturgy of the Presbyterian church.

Families should review the Worship Service form below before meeting with the Pastor who is responsible for the service. Links to suggested scripture readings and hymns are also provided here.

### **Spoken Remembrances**

A family member or friend may offer remembrances during the service. The total time given to remembrances should exceed no more than ten minutes. A transcript of all remembrances should be shared with the officiating Pastor 24 hours in advance of the service.

### **The Bulletin for the Service**

The church will prepare and print the Bulletin for the service; all information must be provided at least 48 hours in advance.

If they choose to do so, families may provide a photograph and/or an obituary to be included on the back of the bulletin.

### **Memorial Designations**

If the family wishes to designate an organization to which memorial donations may be made, that request will be included in the Bulletin.

### **At the time of the Service**

Reserved spaces for family members will be marked in the south parking lot off Walnut Hill. The family should arrive at least 45 minutes before the time for the Service, and will wait in the Church Parlor. The officiating Pastor will lead them into the Sanctuary or Chapel at the appropriate time.

Volunteers from the congregation will serve as ushers and members of the Diaconate will provide family support.

All Services are digitally recorded, and a copy of that recording will be available for the family. The Service may be streamed via the internet for a fee, provided tech support is available.

### **Fees**

Organist	\$200
Pastor: suggested Honorarium	\$300

The family may arrange for Soloists and/or Instrumentalists with the Organist who will provide information about availability and fees.

### **Receptions**

Information about receptions is contained in **Family Responsibilities** below.