



FUNERALS AND MEMORIAL SERVICES

Funeral or memorial services at First Presbyterian Church, Northville, affirm the hope of the Christian gospel and the good news of the resurrection to all who grieve. This brochure provides information on the services available at First Presbyterian Church to those who have experienced a death in the family.

PASTORS

The church office should be notified as soon as possible after the death of one of our members, and they will notify a Pastor. The Pastor will provide comfort and assist in dealing with grief and loss. Funeral and Memorial Services are always under the direction of one of the Pastors of the church. Other clergy may be invited to participate at the request of the family.

MEMORIAL SERVICE

The Memorial Service is a service where the body of the deceased is not present. Interment of the remains has either preceded the Memorial Service or will occur at a later date.

FUNERAL SERVICE

The Funeral Service is a service where the body is present in either a casket or urn. The funeral is typically concluded with a service of committal at the burial site. If there is a casket present at a Funeral Service, the church requests that the casket be closed so that the focus of the service is on God. Viewing prior to the service is not permitted.

GRAVESIDE SERVICE

The graveside service is a service that takes place at the burial or interment site.

LOCATION OF SERVICE

Either the Sanctuary or the Chapel is an appropriate place for a Memorial or Funeral Service. The Sanctuary seats as many as 325 people. The Chapel seats up to 50 people and may be used when a smaller number of family members and friends is anticipated.

THE ORDER OF WORSHIP

Presbyterian worship is characterized by singing of hymns, psalms, or spiritual songs which affirm God's power over death and scripture readings which state our belief in the resurrection to life everlasting and the assurance of the communion of the saints. A sermon or other exposition of the Word may be proclaimed; an affirmation of faith may be made by the people. Aspects of the life of the one who has died may be recalled. Prayers shall be offered, giving thanks to God. The service ends by commending the one who has died to God's care.

Additional Music — Instrumentalists or vocalists may be employed, but must be approved by the FPC Organist.

Flowers — In keeping with the simplicity of Presbyterian worship, flowers should be limited to one arrangement (or a very small number of arrangements).

Fraternal, Civic, or Military Rites — The Funeral or Memorial Service at the church is complete in itself and any additional fraternal, civic, or military rites should be conducted separately.

RECEPTIONS

The church is honored to be able to provide a room for a luncheon following a Memorial or Funeral Service. Luncheons must be catered—from set up to clean up. In addition, the caterer must be approved in advance by the Church Administrator. Alcohol may not be served on church property.

VISITATION

Arrangements may be made for the family to receive friends prior to the service in one of the rooms of the church.

COLUMBARIUM

The church has a lovely Columbarium in the building and the remains of members (or immediate family of members) may be interred there. There is a fee depending on the niche selected by the family. Additionally, the church requests that an urn for the ashes be selected through the choices offered in the church office. The cost of the urn and engraving is additional to the cost of the niche. At a time convenient to the family, a service of committal is held in the Columbarium.

Niches and urns may be pre-selected by families who intend to make plans for interment before the need arises.

A PRINTED ORDER OF WORSHIP

The church will provide a printed order of worship services held at the church. The Pastor will develop the order of worship in consultation with the family.

TIMES AND DAYS OF SERVICES

The church will make every attempt to accommodate the needs of the family regarding the time and day of the service. However, many church activities are planned months in advance and cannot be changed. Weekdays are typically most convenient to the church for Funeral or Memorial Services. Saturdays are often available. Sundays are not available.

RECORDINGS

Videotaping of the service is permitted, though the family will have to arrange for a videographer, and these arrangements should be discussed with the Church Administrator. Extra lighting or other camera equipment is not permitted. The church requests that the service be filmed from the balcony.

MEMBER SERVICES

Facilities: For church members (and their immediate family members), there is no fee for the use of the church facilities.

Pastor: Likewise, for members (and their immediate family members), there are no fees for the services of the Pastor. Honoraria are welcome. If families wish to give the Pastor an honorarium it should be given to them personally or through their funeral director. Checks should be made out to the individual and not to the church.

Music: Organist's Fees should be given to them personally or through their funeral director. Checks should be made out to the individual and not the church. Fees for soloists or instrumentalists vary depending on the individuals and these fees are the responsibility of the family. The Organist will inform the family of the amounts due for the services of other musicians.

Custodial: Custodial Fees should be given to the funeral director or the church office. Checks should be made out to First Presbyterian Church of Northville.

Honorarium guideline and fees:

- Pastor's Honorarium: \$250.00
- Organist's Fee: \$250.00
- Custodial Fee: \$100.00

NON-MEMBER SERVICES

Facilities: On rare occasions a family may ask to hold a Memorial Service or Funeral for a non-member when a large number of people are expected and the funeral home or family's place of worship will not be large enough. When this occasion arises, a building use fee will be requested from the family in the amount of \$500.00.

Honorarium guideline and fees:

- Pastor's Honorarium: \$275.00
- Organist's Fee: \$250.00
- Custodial Fee: \$100.00

Please see Member Services for payment procedures.