



PLANNING FOR A FUNERAL OR MEMORIAL SERVICE

“I am the resurrection and the life. Those who believe in me will never die.”

The church plays an important role at the time of death – our own or that of a loved one. While death in our culture is often accompanied by a host of anxieties and fears, death in our faith is a time to remember the power of God’s love for each of us. As Christians, we do not understand death as something to be feared, but rather as the last experience of mortal life before the promises of God are fulfilled for each of us. At the end of our earthly life, we grieve and mourn the passing of the one who has died, while also celebrating their life with us and rejoicing in their new life with God. We hope that you will involve your pastor and congregational family in the planning for a final service.

TECHNICALITIES

A Funeral Service is held when the deceased’s body or cremains are present for the service. A Memorial Service is the name of a service where neither is present. The Evangelical Lutheran Worship Book (ELW) does not assign a name to the service, which many people today prefer to call A Celebration of Life.

PREPARATION

It is helpful to your family and church if you provide plans for your own service in advance. You might use the “Planning a Funeral or Memorial Service” form found at the end of this policy or a form supplied by a funeral home to help with the planning process. If you are planning a service for someone who has left few or no instructions, this form may also be helpful to you in making your plans. It can be an exercise of healing and hope to prepare plans such as these, either by yourself, or with friends and family, or with your pastor, as the preparation provides an opportunity for reflection upon life and its priorities.

LOCATION AND TIME

If you or your loved one is a member of or frequent visitor to Prince of Peace, we strongly urge you to hold the service in our sanctuary. The service is an occasion of worship, and your community of faith will want to participate with family and friends. If you are unfamiliar with our community but are seeking a venue for a service, we are happy to try to accommodate you. In either case, our Pastor will perform the service. If you are arranging for a service at POP for someone else, please contact the church to confirm a date and time before you finalize plans with a funeral home or publish an announcement. Services can be scheduled on almost any day or time, but services must be planned to fit within previously arranged events. Please be aware that the Pastor and most of the staff are away between Christmas and New Year’s, and immediately after Easter. You will be able to contact us during those times, but the service itself is likely to be delayed.

FEES

Depending upon membership status and desires for the service, there may be fees associated with the service, for musicians, technicians, and other extras. The Pastor will discuss this matter with you.

LITURGY

The liturgy is made up of the order and content of the service. We most often use the Funeral Liturgy provided on pp. 279-285 of the ELW. The Pastor will review the liturgy with you to help you personalize it, and to help you make major changes if needed. Because we are planning a Lutheran worship service, the following elements will generally be included, regardless of the style of the service:

- Gathering and Welcoming Words
- A Thanksgiving for Baptism
- Prayers, including The Lord's Prayer
- Scripture Readings
- A Sermon
- Music (Sung and/or Instrumental)
- Sending Words

The following are also often included:

- Recitation of the Apostles' Creed
- Communion
- Other Readings
- Videos
- Military Honors (Not required, even if the deceased is entitled to them, and generally take place after the Service or Committal is concluded, but before the final Benediction.)

If the family and/or friends proceed from the service to the graveside or columbarium, a short Service of Committal generally takes place there.

If the deceased is cremated, it is also generally possible to hold a short service at the crematorium.

If the deceased is to rest at the Ohio Western Reserve National Cemetery, the funeral home generally assists with the short service that may take place there.

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BACKGROUND INFORMATION

Full Name (Deceased) _____

Date and Place of Birth _____

Father's Name _____

Mother's Maiden Name _____

Schooling High School _____ Year of Graduation _____

College _____ Year of Graduation _____

Post-College _____

Military Service? Yes No

If yes, which branch, and what was the service role? _____

Work Experience _____

If married, date of marriage ____/____/____

Name of spouse _____ who survives (or) preceded you/the deceased in death.

Names of children _____

Hobbies or community activities _____

THE SERVICE

PARTICIPANTS

Family and friends are generally honored to be invited to serve in a funeral or memorial service. Who would you like to participate in the service?

- Pastor(s)
- Reader(s)
- Musician(s)
- Singer(s)

- Eulogist(s)
- Communion Assistant(s) or Server(s)
- Other(s)

READINGS

People often have favorite readings, scriptural or otherwise, that they want included in their service or in that of a loved one. The Pastor can help you make choices if you would like.

- Old Testament:
- Psalm:
- New Testament:
- Gospel:
- Other Reading(s) or Poem(s) – Please provide the words or source:

Would you like specific stories to be shared from family, friends, work, or faith? If so, please attach stories or names of storytellers to this form.

Should time be taken during the funeral for anyone present to share a brief story or memory? Yes
 No If family or friends ask for it.

It is most appropriate for the Baptized People of God to have their funeral service at the church. Is that your desire? Yes No

The celebration of Holy Communion is always appropriate at a funeral or memorial service in the church. Do you want Holy Communion celebrated at the service? Yes No

Have you made advance arrangements with a funeral director? Yes No

If yes, with _____

Do you want there to be a visitation with a public viewing? Yes No

Do you wish for military honors to be provided at the service? Yes No If so, the funeral home (usually) or the church will make appropriate arrangements with the military, and with a military cemetery, if it is your wish to be buried there.

What is your preference for interment?

Traditional burial at _____ Cemetery

Have you already purchased a lot at this cemetery? Yes No

Cremation: Will the deceased's/your ashes be interred? Yes No

Where? _____

Will the ashes be scattered? Yes No

If you know, where? _____

Other: _____

Do you have specific pallbearers and, if so, who? _____

THANK YOU

We are grateful for the time and thought that you have put into preparing this form. You may make changes at any time, of course, and should always feel free to discuss it with the pastor.

Please sign and date this form and return to the Church Office or Pastor.

Signed _____ Date _____

POP POLICY NAME	Planning for a Funeral or Memorial Service
APPROVAL DATE	April 15, 2020
UPDATE HISTORY	Initial Policy