

FUNERAL POLICY for EASTMINSTER PRESBYTERIAN CHURCH

Upon notification of pending funeral service, the Church Staff will obtain information as to the proposed date, time and place of the service. If the service is a funeral service, the funeral home staff will assist with the service. However, if the deceased has been cremated, and the memorial service is to be held in our sanctuary, the funeral home/crematory DOES NOT NECESSARILY send their staff to the church. Our Church Staff needs to obtain this information, as well.

In the case of a Saturday funeral/memorial service we will be specific about the time of unlocking of the sanctuary. Two hours is sufficient for either heat or air-conditioning.

A group of member volunteers will be trained to assist with ushering, preparation of sanctuary, and meeting the needs of the family. Hopefully, two volunteers will be available per service. This volunteer service is intended for the occasion of no funeral home staff being present for the memorial service.

FEE SCHEDULE (as of 4/1/14)

Music---Organist	\$125.00
Rehearsal w/ soloist	\$50.00
Other requests	Negotiable
Bulletins	\$50.00
Pastor	Honorarium or \$150.00
Custodian	\$50.00
Saturday event	\$100.00 in addition to above fees
Non-member rental	\$500.00 flat fee

Reception by Share & Care ---on campus, only. Donations – monetary and food.

The church requests that payment to the pastor, organist/pianist, and custodian be made out to the individual person.

(Approved by Worship Committee 4/1/14)

(Approved by Session 4/21/14)