

FUNERAL POLICY - APPENDIX F

New Castle Presbyterian Church

25 E. 2nd Street
New Castle, Delaware 19720
(302) 328-3279

THE FUNERAL SERVICE – A WITNESS TO THE RESURRECTION - POLICIES AND PROCEDURES

GENERAL

The funeral service is a witness to the resurrection of Jesus Christ, which is a central doctrine of our faith. Planning for the service should provide for arrangements which are simple, which bear witness to the resurrection hope, and in which the Christian community is central. Members are strongly encouraged to have this service in the Church Meeting House. Non-members part of the extended church family, or at the discretion of the Pastor and/or Session, are also invited to have their services held at our site. The pastor of New Castle Presbyterian Church or her designee shall conduct all funerals/memorial services. Other clergy may be invited to participate. The pastor will be assisted by the Board of Deacons.

Upon death, the first consultation the family should have is with the pastor, before any contact with a funeral home. Planning with the pastor will include thanksgiving for the life lived, and the choice of hymns, scripture, and other elements of worship. During the service, the casket shall be closed. Any fraternal, civic, or military rites shall be conducted at another time.

Members are encouraged to plan for the funeral service before the time of death. This planning can include choices for the moment of death, for the service, and about the Christian options of burial, cremation, or donation for medical purposes.

MUSIC

Congregational hymns and other suitable music is chosen in consultation with the pastor. A church organist shall provide accompaniment.

FLOWERS

Flowers for the Meeting House are limited to one large arrangement behind the casket, a floral arrangement on the casket (or in case of a Memorial Service, one small arrangement on the table), and one large arrangement in the palladian window. Additional flowers which arrive will be placed in the Fellowship Hall. If no one has purchased the flowers for the following Sunday, they may be donated to the church. Otherwise, the flowers should be removed by the family after the service.

INTERMENT

Interment is properly conducted before the service begins (earlier in the day or the previous day), immediately after the service, or at a later time. New Castle Presbyterian Church offers a cemetery for the burial of caskets or ashes, as well as a Memorial Garden for the burial of ashes. The Memorial Garden is for the use of members or former members of NCPC, the Cemetery is available to the public. These policies are available upon request.

RECEPTION

The Board of Deacons can assist in hosting a reception after the funeral service. This reception may include food provided by the family or by a caterer. The Deacons may coordinate drinks and setting up the space This reception shall be planned with the lead deacon for grief support.

PHOTOGRAPHY

During the ceremony, natural light photographs and videotaping are permitted, but only from the balcony.

CHURCH FEES

Payment of the following fee is to be made the day of the funeral.

Church Organist	\$300.00
Church Soloist	\$200.00
Church Use Fee	\$250.00**
Pastor	\$250.00**

****These fees are applicable only to those who are not members of the church.**

Note: No alcoholic beverages may be served on church property without special Session approval. No equipment may be delivered prior to the day of the event and must be removed the same day. Our kitchen is not full-use; it is only for warming.