



First Congregational Church

Funeral and Memorial Service Policy

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First Congregational Church in Bristol

Funeral and Memorial Service Policy

When a death in the family occurs, one's faith assumes a special sense of significance. It is during our season of grief that many of us reaffirm our faith in Jesus Christ, finding comfort in houses of worship and the community of care they embody. This document is designed to outline our policies and clarify your expectations with regard to the funeral or memorial service at First Congregational Church.

Our primary goal during times of loss is to provide pastoral care to those who grieve. In the tradition of the United Church of Christ, a funeral or memorial service itself is considered a celebration---a celebration of life and a celebration of faith. The actual service should accomplish three things: 1) provide affirmation for feelings of loss, anger, confusion and sadness, 2) provide a time and space to remember the one who has died, and 3) provide a message of hope and reassurance that in Christ all things are made new, that death is the doorway to new life for those we have lost and for ourselves. Our aim is to be sensitive to your needs and feelings as we walk together through the emotional turmoil that is grief.

For Christians, death signifies a transition, not an ending. Maintaining the delicate balance between joy and sorrow requires the ministry of the church to be both compassionate of heart and solid in faith. Our goal is to acknowledge the pain that a loved one's death brings while planting seeds of hope that will eventually lead to healing and wholeness. Like birth, death is one of life's most hallowed moments. Let us honor it together with reverence and with joy.

Funeral and Memorial Service Facility Usage

In using our church for a funeral or memorial service, there are multiple facilities available for your usage. Any fees charged for a funeral or memorial service are kept to a minimum for both members and non-members.

Our church facilities are offered on the condition that they will be left in the same condition as they were found, excluding general clean up. The church custodial services are included in each of the facilities listed below.

During funeral or memorial service discussions with the minister, you will fill out the attached facility application, and the Church secretary will verify the availability of the indicated facilities



on the date specified. Modification of the terms of facility use and applicable fees are not allowed.

Funeral or Memorial Service Fee Schedule

	<u>Member</u>	<u>All Others</u>
I. Minister	Honorarium	\$300.00
II. Church Organist ¹	\$200.00	\$300.00
III. Secretarial Fees ²	\$40.00	\$80.00
IV. Sanctuary Custodial Fee	Donation \$75.00	\$500.00 \$75.00
V. DeWolf Room Custodial Fee	Donation \$75.00	\$200.00 \$75.00
VI. Church Kitchen and Wardwell Room Custodial Fee	Donation \$75.00	\$150.00 \$75.00

¹ If an organist is used from outside FCC, a fee of \$200.00 must be paid to our organist to satisfy Organ Guild (Union) requirements. If the Church Organist is unavailable, the fee is waived and a substitute organist can be found at riago.org/subs.php.

² Only if there is a Bulletin or Service Program requested

Facility Usage Application for Funeral or Memorial Service

This application is for a: Funeral Service _____ Memorial Service _____

Date of Application: _____

Name of Deceased _____

Name of Applicant: _____

Telephone Numbers: _____

E-mail Address: _____

Address of Applicant: _____

Street

City State Zip

Planned Date of Service _____ Time: _____

Day / Month / Year

Estimated Number of Attendees at Service: _____

Staff and Facilities Requested:

Amount of Fee

I. Minister

II. Church Organist

III. Secretarial Fees

IV. Custodial Fees

V. Sanctuary

VI. DeWolf Room

VII. Church Kitchen and Wardwell Room

Total:

A check made out to the "First Congregational Church in Bristol" in the amount of the designated total shown above will be given to the Church secretary when submitting this application.

I agree to the terms stated under Funeral or Memorial Service Facility Usage and the fees shown above for the staff and facilities requested.

Person Applying for Church Facilities