Family Community Church

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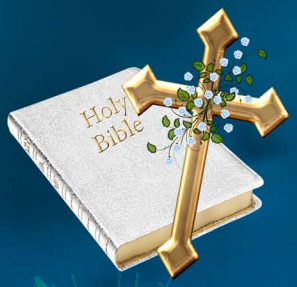
"Blessed are those who mourn, for they shall be comforted"
Matthew 5:4



FUNERAL
HANDBOOK

2434 E. Nees, Fresno, California 93720
559-323-5002 | www.fccfresno.com

Reverend Chester L. McGensy, D.D. - Senior Pastor

OVERVIEW

WHEN A LOVED ONE PASSES

Our thoughts and prayers go out to you in this time of sorrow and grief. Your church wants to be there for you to minister to your needs and bring comfort to your heart. Family Community Church (FCC) is available to counsel and minister to you and your loved ones during this time. Please let us know any specific ways we can be of assistance to you. 2 Corinthians 1:3-4

Blessed be the God and Father of our Lord Jesus Christ, the Father of mercies and God of all comfort, 4 who comforts us in all our tribulation, that we may be able to comfort those who are in any trouble, with the comfort with which we ourselves are comforted by God. NKJV

The Senior Pastor, Ministers, Deacons, Church Leaders, and the Members of Family Community Church shall be sympathetic and sensitive to the needs of families in bereavement. Condolences shall be extended to each family with our sincere regard. We recommend services to be planned in a manner that will console and preserve the dignity of the family. Any suggestion from the family will be greatly appreciated.
Our three point goal in assisting the family plan their funeral service is to: 1. Honor our Lord and Savior Jesus Christ, 2. Cherish the life and legacy of the deceased, 3. Bring aid and comfort to the surviving family.

In the case of a funeral needing to be held at Family Community Church, contact the church office at **559-323- 5002** or at **office@fccfresno.com** to make arrangements for funeral services.

In the case of the death of a family member and the funeral is being held at another church, please contact the church office at **559-323-5002** or **office@fccfresno.com** to make arrangements for funeral services. In addition, you may contact your assigned Deacon.

This Funeral Handbook has been put together to assist you with the practical aspects of dealing with your grief as well as to serve as the Family Community Church's Statements of Practice and Funeral Policies. Within these pages you will find the following information:

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Corinthians 14:33 & 14:40 For God is not the author of confusion but of peace, as in all the churches of the saints. Let all things be done decently and in order.

STATEMENTS OF PRACTICE

The central doctrine of the Christian faith is the bodily resurrection of Jesus Christ and the future resurrection of all believers. Christians affirm their common faith in their attitude toward death and in their witness during the approach and experience of death. The reality of death, with all of its attendant sorrow and sense of loss, must be anticipated for us all, and therefore, there must be created the kind of health of mind and spirit that allows Christians to live their faith in this critical area of human existence. Christians should seek to make the occasion of death a time in which they reaffirm with joy the hope of the gospel.

1. Anticipating the Event

Christians recognize with all persons both the inevitability and the emotional strain of the event of death. None of us knows when death may come, and it is difficult to plan or act wisely under emotional stress. It is recommended, therefore, that each family make a calm appraisal of intents and wishes before death is imminent. The ministers are available for counseling if such help is needed. It is useful to prepare a memorandum or document of agreement in advance which should be kept in a place where it will be readily available to the surviving family members.

2. The Event of Death

No one should be forced to face the event of death alone. When death is unexpected, it is an even more debilitating experience. The Christian community is a sustaining and uplifting resource. Before anything else is done, the church leadership strongly urges that one of the ministers be notified. The ministers stand ready to assist the family with the details which need to be attended to. The ministers will also notify the appropriate people in the church congregation of the death and the funeral arrangements.

3. Where The Funeral Services Will Be Held

Although funeral/memorial services may be held in funeral homes, the best place for conducting a funeral service upon the death of a church member is in the sanctuary of the church to which he or she belonged. At such times of loss, all may be reminded by even the place of service of what our hope and assurance are in Jesus Christ. Therefore, all members of FCC are encouraged to use the church building for funeral services, and its sanctuary is offered for the funeral/memorial services of Christians whose membership in the church is in some other locality as well.

There can be alternative methods for the conducting of services at the time of death. These could include a private graveside service for family members as soon after death as possible and/or a public service of worship (memorial service) conducted at the church later.

The pastor or his designee will be happy to meet with the family to plan any funeral/memorial worship arrangements or, if it is the desire of the family, he will develop the funeral/memorial program for you.

4. The Christian Funeral

A. In the case of any schedule conflict, FCC leadership grants priority for the use of the church building to funeral/memorial services with the exception of regular worship services and preplanned and announced events. The FCC leadership likewise grants priority for the time of the staff of the church to implement the service.

B. The service is to be a simple, dignified witness to the hope we have in Jesus Christ. All music and readings should be in keeping with this tone. Special music and hymns which are consistent with the Biblical affirmations of God's power

over death are to be chosen. The ministers are ready to offer suggestions regarding hymns and scripture readings (secular music is strongly discouraged).

C. The service may be held before or after the committal of the body.

Preferred method (after the committal):

- The family would hold a brief graveside committal service for the family and friends first.
- Later, the family/friends and congregation assemble in the Sanctuary for a memorial service of worship.
- Following the worship service an optional repast meal/refreshment s may be held in the fellowship area.

Traditional method (before the committal):

- The family/friends and congregation assemble in the Sanctuary for a worship service with the deceased
- remains presence.
- After the worship service, there is a funeral processional to the graveside for a brief committal service.
- Following the graveside committal service, family/friends and congregation reassemble at the church where an optional repast meal/refreshment s may be held in the fellowship area.

OPERATIONAL POLICY

1. Date and Time of Funerals

Dates and times for funerals at Family Community Church (FCC) are to be arranged in consultation with the church office based on availability and the preferences of the deceased's family.

2. Who Will Officiate?

Pastoral ethics require that FCC's pastor conduct all funeral/memorial services held at FCC, unless by agreement with another pastor, who is invited to share in the funeral or act on behalf of the pastor of FCC. Any requests for another pastor or lay person to officiate or assist in the service must be pre-approved by FCC's pastor.

3. Pastor

It is expected that primary arrangements will be made with one of Family Community Church's ministers. Typically one pastor will officiate at the service, though there are times when it will be appropriate for more than one pastor to participate. Requests for the participation of a guest pastor to assist in the service must be made to the officiating pastor; who, if it is appropriate, will extend an invitation.

4. Pastoral Services to Members of Other Congregations

Sometimes pastors are asked to be involved at the funeral/memorial of people from other churches. FCC'S policy is that the responsibility and authority for pastoral acts or services rests with the pastor of the congregation where the deceased held membership. If FCC'S pastor is asked to provide pastoral services for members of other congregations, FCC's pastor will contact the clergy of the church in which the person held membership before providing the service. The pastor who performs a service for a member of another congregation is obligated to provide information regarding that pastoral act or service performed to the pastor of the congregation in which the person held membership. If the request for pastoral service involves an individual who has had conflicts with his pastor or congregation, the immediate family will be urged to resolve the conflict prior to receiving FCC's pastoral services.

5. Visiting Pastor's Protocol

Most visiting pastors are aware that there are many doctrinal differences within various denominations on non-essential matters. However, the joy is in knowing that we are able to agree upon the essential truths of our Christian faith. Previous guest pastors/ministers have found it helpful to review our

statement of faith (About Us- "What We Believe") on our website (fccfresno.com) prior to their visit with us.

One area that draws the most confusion during a funeral service is that of women in the clergy. In as much, as we respect doctrinal differences within various denominations, Family Community Church must also retain its integrity to its own personal convictions while allowing our facility to be used by others of different convictions. Accordingly, it will be the guest officiating pastor's responsibility to notify the funeral director prior to the service day to have a seating section on the floor for women clergy. We are asking you if women clergy should attend, to please direct them to this floor seating section and to speak from the floor podium only (not from the pulpit). Our doctrine does not recognize women clergy. Accordingly, and respectfully, they are not permitted to sit, speak, pray or sing or any other functions from the pulpit.

6. Structure of the Funeral Service

A funeral/memorial service held in FCC is a service of worship, celebrating the deceased's life and the promise of eternal life through Jesus Christ. Accordingly, all parts of the service are to be consistent with the present worship practices of FCC.

7. A Time of Worship

In FCC's tradition, a funeral/memorial service is considered a service of worship, and will be approached with the dignity and joyful celebration accorded worship. A typical order of worship will include: prelude and postlude of sacred music; hymns and songs of praise and faith; scripture reading from the Old and New Testaments, a message – which expresses thanksgiving to God for the life of the deceased and reminds all of Christ's resurrection and promise of eternal life; prayers of intercession and thanksgiving; and a benediction. In consultation with the pastor, other elements, such as remarks from family members and friends and a five minute video presentation may be included in the service. The officiating pastor shall make and approve the final determination on the elements of worship *(see page 19 for draft order of worship service)*.

Graveside Rites *(approx. 10 minutes)* will include:

- Reading of Scripture
- Committal of Body
- Final Benediction

8. Funeral Music

Normally, FCC'S pianist will play at all funeral/memorial services at the church, as they are familiar with the instrument. If the pianist is unavailable for the service, they will make a reasonable effort to provide a suitable replacement. In cases where an outside pianist is desired, permission must be secured from the Pastor as well as the Director of Music. Additional musicians or soloists may be utilized. Please note that the use of taped music or pre-recorded accompaniments is strongly discouraged.

Music performed at a Christian funeral service is understood as an act of worship, offered to God in devotion, thanksgiving and praise. Therefore, all music used during the funeral/memorial service (including prelude and postlude) must be sacred in nature and approved by the Pastor and the Director of Music. The Pastor will consult with the family regarding special requests for music to be used during the service.

9. Open Funeral Remarks in Sanctuary

At Family Community Church, we understand the importance of supporting grieving families during their time of need, including their funeral/memorial arrangements. To uphold the atmosphere of Christian decorum within our Sanctuary, we regret that we are unable to accommodate open-mic remarks.

Instead, we kindly request that the bereaved family select a maximum of four to five individuals who will offer 3 to 4-minute remarks in a manner consistent with our church's decorum and Christian values. Please know your understanding and cooperation in this matter are greatly appreciated.

Open-mic options: At the Wake or Repast.

10. Video Presentations

Video Presentations must be submitted to the church office 24 hours prior to the Funeral Service for review. The video should only reflect the Christian aspect of the deceased's life. If it is determined that this part of the policy was not followed the video will not be played and no further notice will be given. All presentations should be in movie format (NOT Power Point) and should not exceed five minutes in length.

11. Services by Fraternal Orders, Lodges and Civic Groups etc.

Such honors are not considered part of Christian worship. Therefore, services by fraternal orders, lodges, veterans groups or other organizations are not appropriate at any FCC funeral service. If they are held, they are to be done at the graveside immediately after religious rites have been completed. If the service is a memorial service they should be limited to the funeral home or graveside, and must be coordinated with the Pastor prior to the service.

12. Decorations

Families may wish to display the deceased's remains, as well as certain mementos or photographs of the deceased and his/her family. The following guidelines would be applicable in these situations:

- Any displays or pictures must be appropriate to a worship setting.
- No nails, tacks, staples or screws shall be put in the walls or attached to the pews.
- All decorations must be removed within 12 hours of the conclusion of the service.
- No furniture shall be removed from the church building.

13. Flowers

Only fresh cut flowers and planters may be used in the sanctuary. Flowers may be left for use on the altar for Sunday worship services only if the flower calendar is vacant for that Sunday. Contact the church's Decoration Coordinator for more information. Other flower arrangements may be left for placement other than on the altar.

14. Cremation/Casket

Cremation is an appropriate alternative for Christians. However, the order of worship and committal services will remain the same in cases of cremation, with the exception that the committal may take place on a different date from the service in the church.

The casket/remains of the deceased may be present for the funeral service, and shall arrive at the church at least 45 minutes prior to the announced start time of the funeral service. In order that worship may focus on God, and upon the gift of resurrection, rather than upon the earthly remains of the deceased, the casket will be closed during the service.

15. Use of Pall

The family may provide a funeral pall (at their expense) that will be placed over the casket during the service. The pall recalls the white robe given in Baptism, the robe of Christ's righteousness. The pall further has democratizing value, for it prevents both the display of a costly casket and embarrassment at a simple one. This action of placing the pall over the casket will take place prior to the service. The pall will be the only thing covering the casket while in the church building (excepting flower arrangements).

16. Nursery

Under normal conditions, the church does not provide a nursery for funeral services.

17. Parking / Traffic Assistance

Parking assistance is generally provided by the funeral home. The church does not have any resources to assist in traffic control on city streets or highways.

18. Bulletins

Program Bulletins are to be given out during the service; the original design will be prepared by the church secretary. The church will assist the family in planning the funeral service and the layout of the program *(Only one family member will be authorized to recommend changes to the program)*.

Once the Program Bulletin along with the Order of Service has been completed by the church secretary it becomes locked and no additional changes may be made. The cost of bulletin programs will be the sole responsibility of the family. The family is to request from the church secretary a Bereavement Check-list Form which is to be completed and submitted before or at the 1st sit down meeting at the church to discuss service arrangement.

If the Check-list and requested information is not submitted or ready before or at the time of the meeting, the meeting will need to be rescheduled. See sample Check-list on page 21 of 21.

NOTE: If the family elects to upgrade the bulletin's graphic design they may do so at their sole expense, however the Bulletin Content and Order of Service shall not change. In the event the family does prepare their own bulletin graphic upgrade and fails to receive approval from the church office prior to printing, the Officiating minister or the Senior Pastor and/or his designee is authorized to modify the actual Program/Order of Service back to the originally approved Program/Order of Service in real time *(during the service)* at his discretion without notice to the family.

19. Pictures & Photography

As the focus of Christian worship is God, it is not appropriate to display pictures of the deceased in the sanctuary during the service (exceptions may be granted). Photo displays of the deceased are encouraged, and more appropriately placed in the reception/foyer area. Non- flash photography is permitted during the service from a stationary position behind the worshipping congregation.

20. Memorial Gifts

When death occurs, friends wish to express their sympathy in some evident fashion. The church leadership encourages its members to recommend to friends the opportunity to make memorial gifts to the church or some other worthy charitable cause. Individuals may designate where their memorial gifts will be used in the church. In the event that the individual does not wish to designate the gift, the church leadership will determine where the gift will be used in the church. The church leadership will draw up a list of projects suitable for memorial gifts. After these have been approved by the Pastor, persons may designate contributions to a specific project (i.e., building fund or global missions, etc).

21. Prior Funeral Arrangements

Frequently, the pastors are asked by members of the family of the deceased, if the deceased had made particular funeral arrangements prior to their time of passing. Please discuss your wishes with your family and pastors and have the complete written information kept on file in the church office. This information should be updated any time your personal situation or feelings on any of these matters change.

"And God shall wipe away all tears from their eyes; and there shall be no more death, neither

sorrow, nor crying, neither shall there be any more pain: for the former things are passed away." (Revelation 21:4, KJV),

EXPENSE REIMBURSEMENT POLICY

"Blessed are those who mourn, for they shall be comforted" Matt. 5:4

Statement of intent for Facility Usage

Here at Family Community Church (FCC) we recognize the importance of serving the families of members and non- members during their time of bereavement for loved ones and therefore put forth this Expense Reimbursement Policy for facility and service use.

FCC MEMBERS ONLY FUNERAL SERVICES

If the deceased or a member of their immediate family (parent, step-parent, child, step-child or spouse) is an active member of Family Community Church according to our Church constitution and has supported the church in attendance and financial contribution within the past 12 months, there is no expense reimbursement required for the use of the church facilities or basic services (no cost) for a maximum period of 2 hours for the funeral service in the sanctuary.

For all other individuals, *additional expense reimbursement may be assessed. Those who have been members of FCC in the past but now are considered inactive members will be assessed according to the non- member Expense Reimbursement Policy. (see on page 11, Non-FCC Member Only –Funeral Services)*

Once again, if the deceased or a member of their immediate family (parent, step-parent, child, step-child or spouse) is a an active member of Family Community Church, there is no expense reimbursement required for the use of the church facilities for basic services (no cost) and the church services will include the following staff:

Officiating minister – The officiating minister will be a minister, in good standing with the church, who will be in charge of the pulpit, direct the funeral home representatives, and meet with the family prior to the service for direction and prayer. He will also ensure that the service proceeds as planned according to the approved order of service and associated activities (including audio visual and music). He may or may not be the eulogizer of the deceased. He will ensure that the proper protocols and practices during the service are consistent with FCC's stated faith requirements. The Officiating minister will, if conditions dictate, conduct the graveside service at the cemetery. After the service, the Officiating minister may designate another associate minister as supervisor over the remaining activities until their completion.

Sound Technician – The sound technician will be responsible for all the audio needs for the service and will control the sound board, conduct microphones checks, and prepare all designated speakers with cordless or lapel microphones as needed. The sound technician is able to operate the visual equipment for minimal needs; however, there may be times when an assistant is provided to perform additional tasks. The sound technician and assistant will be on hand no less than 30 minutes prior to the service scheduled starting time and will remain throughout the funeral service.

Custodian – A designated custodian will be on hand to ensure that the facility is ready for the service. The responsibilities will be to ensure the whole facility is clean, well lit, comfortable, and maintained before, during and after the service as well as during associated activities. The custodian will, if needed, set up the rooms for repast/refreshments with tables, chairs and trash receptacles. He will empty trash as needed and be on standby to assist cleanup of spills as they occur. He will ensure that the restrooms are adequately stocked and maintained throughout the event.

"MEMBERS REPAST"

Addendum "A"

Our hearts ache for your loss, and during this profoundly difficult period, we wish to extend our deepest condolences to you and your family.

Recognizing the significance of many of our members wish to utilize our facility for a repast meal during this sensitive time, it is with a heavy heart that we must convey our regret in informing you that we cannot fulfill your repast request at the Family Community Church. We have received similar requests from other cherished members of our congregation. However, due to our steadfast commitment to treating all members impartially, we find ourselves in the challenging position of being unable to accommodate any repast meal request.

Please understand that this decision is rooted in our earnest dedication to upholding fairness and equity within our church community without exceptions. Our primary goal is to ensure that every member is shown the same level of consideration and respect, regardless of the circumstances.

As you navigate this time of sorrow and transition, please know that we are here to offer support in any way we can. Please feel free to reach out if you need assistance locating an alternative venue that aligns with your preferences. Our primary objective remains centered on commemorating your loved one in a meaningful and compassionate way.

We genuinely appreciate your understanding and your integral role in our church family. As you confront these challenging times, we aspire to stand by your side and provide comfort in whatever manner you require.

Family Community Church regrets not being able to provide or make their facility available for the Repast Meal. The member's family will be personally responsible and at their sole expense for:

1. The Repast Meal
2. The remote location of the Repast Meal
3. The Servers and any other services required for the Repast Meal

NON-MEMBER USE OF FACILIY FOR FUNERAL SERVICES

Prior to a sit-down meeting with the church, the family is required to forward to the church the following information:

1) The name of the requested officiating pastor (If not the Sr. Pastor)
2) The name of officiating pastor's church and a written statement of faith from his church. (If not the Sr. Pastor)
3) The name and contact information of the Funeral Home
4) Was the deceased a born-again believer, if so, what faith?
5) The anticipated crowd size to use our facility
6) No initial commitment, implied or guaranteed will be made to the family without the Senior Pastor's or his designee written approval.
7) The requesting family should have received and read a copy of our Funeral Policy Handbook.

NON- FCC MEMBER ONLY- FUNERAL SERVICES

Family Community Church as a policy does not charge for its facility use or basic services, however, we found it necessary to recover direct expenses for the following.

For all non-members, an expense reimbursement will be assessed. Those who have been members of FCC in the past but now are considered inactive members *(according to our Church constitution and has not supported the church in attendance and financial contribution within the past 12 months)* will be assessed the non-member Expense Reimbursement Policy. **Assessments are payable by cash or check made payable to FCC Church prior to any advertisement of the funeral location. All checks submitted within one business week of the service date must either be by cashier check or money order or credit card in the full amount. Partial payments will not be accepted.**

The church services will include the following:

Officiating minister – The officiating minister may be a FCC minister or a guest minister who is a minister in good standing with his church, of like faith, who will be in charge of the pulpit, direct the funeral home representatives, and meet with the family prior to the service for direction and prayer. He will also ensure that the service proceeds as planned according to the approved order of service and associated activities (including audio visual and music). He will be responsible for the eulogizer of the deceased. He will ensure that the proper protocols and practices during the service are consistent with FCC's stated faith requirements. The Officiating minister will, if conditions dictate, conduct the graveside service at the cemetery. After the service, the Officiating minister may designate another associate minister as supervisor over the remaining activities until their completion.

Ministerial Supervisor – The ministerial supervisor will be a minister, in good standing with Family Community Church who will be a liaison to any NON-FCC officiating minister, the funeral home representative and supervise the FCC staff for the event. He will ensure that the proper protocols and practices during the service are consistent with FCC's stated faith requirements. He will remain onsite throughout the entire service and associated activities. (Not required if the officiating minister is a member of FCC).

Sound Technician – The sound technician will be responsible for all the Audio needs for the service and will control the sound board, conduct microphone checks, and prepare all designated speakers with cordless or lapel microphones as needed. The sound technician is able to operate the visual equipment for minimal needs; however, there may be times when an assistant is provided to perform additional tasks. The sound technician and assistant will be on hand no less than 30 minutes prior to the service scheduled starting time and will remain throughout the funeral service.

Custodian – A designated custodian will be on hand to ensure that the facility is ready for the service. Responsibilities will be to ensure the whole facility is clean, well lit, comfortable, and maintained before, during and after the service as well as during associated activities. The custodian will, if needed, set up the rooms for repast/refreshments with tables, chairs and trash receptacles. He will empty trash as needed and be on standby to assist cleanup of spills as they occur. He will ensure that the restrooms are adequately stocked and maintained throughout the event.

Facility Utilities and Restocking – A set fee is in place for use of the building and its supplies during the event for a maximum period of 2-hours for the funeral service in the sanctuary and a maximum 2-hour repast event. This fee includes but is not limited to Electric/Heating/Cooling of the facility, all electronics and appliance use, and restocking of restroom supplies.

Reimbursement Expenses Required by Non-Member only.
Options for use of facility and staffing only (does not include repast meal).

- **Officiating Minister**
- **Ministerial Supervisor**
- **Musician**
- **Sound Technician**
- **Custodian**
- **Restocking/Utilities**

  $725.00

NON-MEMBER REPAST

Family Community Church regrets not being able to provide or make their facility available for the Repast Meal.

The Non-member family will be personally responsible and at their sole expense for:

1. The Repast Meal

2. The remote location of the Repast Meal

3. The Servers and for any other services required for the Repast Meal

Collection of Facility Usage Fees

Here at FCC, it is our desire for the events surrounding the funeral service to proceed in a respectful and orderly manner; therefore, we require that all agreed upon facility fees be paid, in full, seven (7) business days prior to the actual event. The acceptable ways of fulfilling this requirement are as follows:

- Cash (large bills only)
- Money order
- Check/Cashier's Check (Min. 5 business days prior)
- Credit Card (through E-Giving on website, "funerals and weddings" category)

Failure to abide by this policy requirement, in the specified time and method described above, will be considered a willful cancelation of any verbal or written request/agreement for the use of the facility and services of Family Community Church, therefore, this failure will also be an indication that services are to be held elsewhere and no further notice will be required.

Family Community Church will not be held responsible for any damages of any kind, including but not limited to, whether they are perceived, actual, emotional, expressed or non-expressed and known or unknown, incurred by the family for failing to adhering to the aforementioned Family Community Church Polices.

1 Corinthians 14:33 & 14:40 For God is not the author of confusion but of peace, as in all the churches of the saints.

Let all things be done decently and in order.

SOMEWHERE

Somewhere beyond the sunsets end The skies are bright and fair
No shadows dim, no darkness falls The land is peaceful there

Someone with the power to heal To guide and understand
Is waiting there to claim our fears And take us by the hand

So when a dear one heeds the call Our hearts should be at rest
For there beyond the rainbow end A loving God knows best

~Unknown~

SAMPLE Order of Service

Officiator	Pastor Chester L. McGensy *Family Community Church*
Processional	Music/Song
Old Testament *Psalm 23 (SAMPLE)*	Minister/Deacon
New Testament *John 14:1-6 (SAMPLE)*	Minister/Deacon
Prayer	Minister/Deacon
Song	Musician/Soloist
Acknowledgement/Resolutions	TBA
Special Remarks *(optional):* **1: Close Friend 2. Co-workers** **3. Church Member 4. Family- Member** *(Or open microphone 2 min. ea. /Total of 20 minutes max)*	
Video Presentation *(optional)* *(5 minutes max.)*	TBA
Obituary	TBA
Song	Musician/Soloist
Eulogy	Pastor Chester L. McGensy *Family Community Church*

BEREAVEMENT CHECKLIST

Family Name:
Address:
Cell: Fax: Email:
Membership: _____ Member in good standing _____ Non-Member
Family Contact Person
Cell: Fax: Email

Name of Deceased:
Your relationship to the Deceased:
Deceased: Birthday: Decease Date:

Name of Funeral Home:
Funeral Home: Phone #: Fax:
Funeral Director name:

Location of Service:
Date of Service:
Time of Service:

Officiating Minister: _____ Pastor McGensy _____ Guest Minister
Name of Guest Minister:
Phone # of Guest Minister: Email:

Guest Minister Church/denomination:
Church Phone#:

Number of family seating:

Identify photo for program cover:

Names of people on program:

Obituary: _____ Names of surviving family _____ Christian Experience Infor.
_____ Pertinent Background Information

Services by Fraternal Orders, Military, Lodges and Civic Groups etc.
_____ Yes NO Name: Ph. #:

Repast:

_____ None _____ Refreshments _____ Full meal option

Estimate number of people for repast:

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