

MYERS PARK BAPTIST CHURCH
Ministry of Worship and Music
Memorial Service Guidelines

The membership, staff and facilities of Myers Park Baptist Church are here to assist you in every way possible to share your grief, to support you and to give you comfort, believing that God's love transcends all and everything in life and death. It is our desire to stand with you and guide you through these difficult times.

IN PREPARATION FOR SERVICES

In recent years, Myers Park Baptist Church families have most often selected a Memorial Service as the preferred style of remembering and honoring the deceased. These services are conducted without the presence of a casket. Funerals with caskets can be conducted with special assistance by a funeral home. Also, an urn containing the deceased's ashes may be placed on a small table at the front of the Sanctuary prior to its placement in the Columbarium or other final resting place.

WHO MAY BE SERVED AND ASSISTED IN FINAL RITES

Current members of Myers Park Baptist Church are offered final rites by the church. Exceptions may be made by the Senior Minister or his/her designate.

ORDER OF WORSHIP

The Order of Worship will follow that commonly used in Myers Park Baptist Church worship services, but flexibility is considered depending on particular wishes of the family. Remembrances and tributes may be offered by a family member and/or an associate.

MUSICAL INVOLVEMENT

Music is ordinarily limited to sacred Christian music within the Reformed tradition. Our church will make available an organist (or pianist) who will be attentive to the specific wishes of the bereaved family. Special music by an instrumentalist, instrumental group, or a non-staff vocalist may be used with associated costs borne by the family. Military tributes such as Taps or bagpipers may be used, but the cost will be at the family's expense.

SERVICE LOCATION AND ALTAR FLOWERS

Depending upon the choice of the family and the anticipated attendance, Myers Park Baptist Church offers the use of the Sanctuary; or for smaller services, the use of the Chancel at the front of the Sanctuary. The location within the church will be decided by the family and church staff. Please note: animals (except for guide animals) are not permitted in the sanctuary or as a part of the service. Flags and weapons are also not permitted in the sanctuary.

The family is responsible for ordering and paying for Altar flowers, which may be used the following Sunday in memory of their loved one. The church can suggest possible florists.

RECEPTIONS FOLLOWING THE SERVICE

The Church will provide a reception with punch and cookies in Heaton Hall or the foyer of Heaton Hall. If additional offerings are desired, a commercial caterer (paid for by the family) should be employed. The Church can suggest possible caterers.

The family may exhibit memorabilia of the deceased in Heaton Hall or in the foyer of Heaton Hall during the reception. Flowers sent to the Church by friends of the family will be placed in Heaton Hall. It is the family's responsibility to remove all flowers following the reception.

FEES

The Church will provide Memorial Services for current Church members at no cost (such as facility fees, custodial help, and orders of worship). Services for non-members (with prior approval by the Senior Minister) will accrue fixed rates.

Special Fees:

Our ministers accept honorariums, ranging from \$200-\$250

Organist: \$200; if other musicians are participating in the service the Organist fee is \$250

Staff Vocalist: \$150

Sound Technician: \$125

Fixed Rates for Non-Members:

Special Fees: as listed above

Facility Use: Sanctuary: \$750

Custodial Fee: \$100

Printing Fee: \$50

Cookie and Lemonade Reception \$75 (per 100 people)

If Heaton Hall is needed for reception, then standard rental rates apply.

PRE-SERVICE MEETING

Thirty minutes prior to the Memorial Service the family members will gather in the Church Parlor. The Ministers will lead the family to the Sanctuary five minutes before the service begins. (Keep in mind that each pew holds 5 adults. This will be helpful while determining the seating arrangements.) Following the Memorial Service, the Ministers will escort the family to Heaton Hall to greet visitors. The church will provide ushers to assist the family and their guests.

DISTRIBUTION OF GUIDELINES

Copies of these guidelines should be made available to a key family member early in the planning process. These guidelines will also be available to any member upon request.

Rick Bahnson, Chair, Special Services/Funerals

Cherrie Shoemaker, Chair, Ministry of Worship and Music

Ben Boswell, Senior Minister

Joe Aldrich, Associate Minister