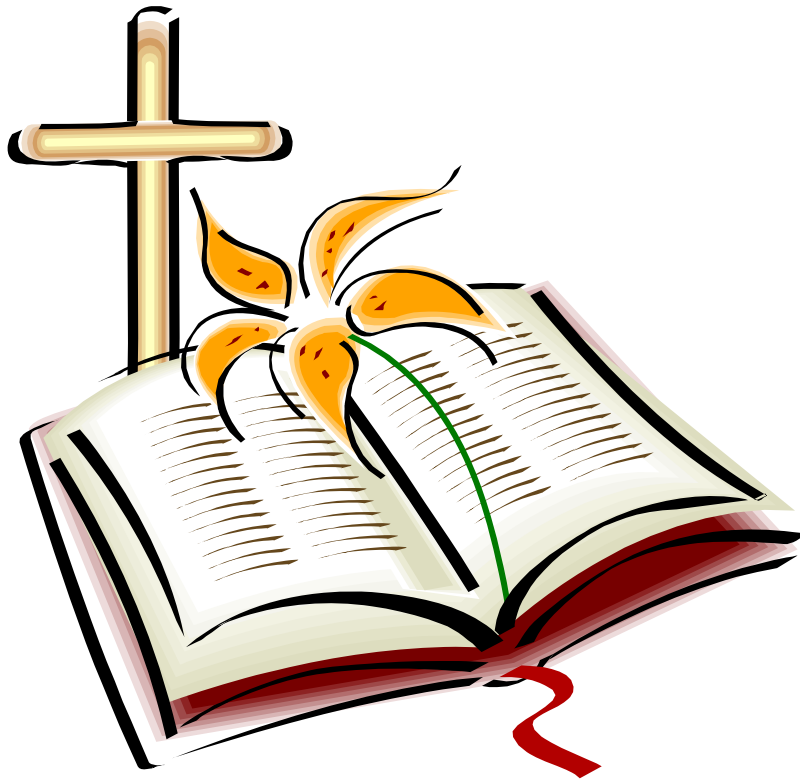


# West Valley Presbyterian Church

## FUNERAL & MEMORIAL INFORMATION



“In my Father’s house are many mansions: if it were not so, I would have told you. I go to prepare a place for you. And if I go and prepare a place for you, I will come again, and receive you unto myself; that where I am, there ye may be also.”

John 14:2-3

## FUNERAL & MEMORIAL SERVICES INFORMATION GUIDE

Throughout the years, memorial services and funerals have provided a venue for expressing our beliefs, thoughts and feelings about the death of someone we love. For Christians, it is also a time to celebrate God's love for us and to embrace His promise that those who believe in Jesus Christ will spend eternity with Him. Death is first and foremost a moment of great religious significance, marking the end of our stewardship on earth and the beginning of eternal life.

The death of a loved one can be one of the most distressing and emotional occurrences that a person can experience. When a loved one passes on, there are many important decisions that must be made, documents that must be quickly located and numerous persons who must be notified. No one wants to think about death coming to his or her own family, or to prepare in advance for the array of decisions that arise upon the occasion of death. The shock and the emotions of the moment often make it difficult for people to think clearly and objectively. It is our belief that the church has a responsibility to encourage open and frank discussion of the planning for the event of death within the context of our Christian community.

Any attempt to consolidate all of the facts and pertinent information concerning the aspects surrounding the events of death would require volumes of writing. Each family is encouraged to consult their attorney to resolve their personal considerations for these matters. Only an officer of the court can handle many of the matters involved with death. This document is intended to give you an overview of services that are offered at the time of death by the church, mortuaries and cemeteries. We encourage you to take time right now to make some decisions that will ease the pain of your loved ones at the time of your death. Specific information about different types of burial and disposition of remains or about fees for these services are not included.

Upon the death of a member or a friend of the church, a representative of the Pastoral Staff will be available to visit with and counsel with the members of the bereaved family. Part of that counseling will involve discussion of the type of memorial or funeral service the family wishes to have. The Pastor or other staff representative will make clear the various options available to them:

- A large funeral service at a mortuary with the casket present (open or closed)
- A small private service at a mortuary
- A memorial service at the church (with no casket present)
- A memorial service at an alternate site
- A graveside service, either for the family only or for a large group

It is the church's responsibility to help the family sort through their emotions and feelings and to arrive at a decision about the funeral or memorial service that best meets their spiritual and psychological needs. Any service held in the church sanctuary may not have the casket present. A graveside service, either private or public, can be combined with any funeral or memorial service.

If a reception is to be held in the Parish Hall of the church, West Valley Presbyterian Church Deacons will facilitate this gathering and will provide cookies, punch and coffee. Specific details about what is or is not included in a post-memorial reception are available from the Board of Deacons. If necessary, Deacons will also work with the family in providing meals for the family on a temporary basis or to arrange transportation for out of town guests.

If the memorial service is to take place in the church or at a mortuary, there are expenses for honorariums for pastors, soloists, organists, pianists, sound technicians and, in the case of a non-member, a fee for the use of the Sanctuary. These fees fluctuate and will be made known to you at the time of the pastoral call.

Each family member should write a Letter of Last Instructions. This document is separate from a last Will or other legal documents and should not be kept in a safe deposit box. This letter should include the following:

1. Location of a Last Will and Testament
2. Location of any medical directives
3. Instructions pertaining to funeral and burial desires
4. Location of birth or baptismal certificate, social security card, marriage or divorce certificate, naturalization and citizenship papers, and discharge papers from the armed services.
5. Location of membership certificates in any lodges or fraternal organizations which provide death or cemetery benefits
6. Location of any safe deposit boxes you may have and where the keys may be found
7. Listing of insurance policies and their locations
8. A statement concerning any pension system to which you belong and from which your estate may be entitled to receive a death benefit
9. A listing of all bank accounts, checking and savings, and their location
10. A listing of all stocks and bonds and their location
11. A statement of all real property owned by you
12. A listing of all other property, both personal and business
13. A listing of names of various advisors, their addresses and contact numbers (i.e. executor of the estate, lawyers, financial advisors)

Such a letter eliminates much uncertainty and confusion when death occurs, for it enables the survivors to handle financial affairs in an orderly manner. However, it is important to realize that this information DOES NOT substitute for a Will or serve as a Will. It must be updated yearly.

A "Personal Wishes" form is included with this information booklet. Many individuals have found that making their own wishes known brings the personal and reassuring comfort of "knowing their affairs are in order". The Personal Wishes forms have also been invaluable to loved ones left with the responsibility of making the final arrangements after your death. **It is best not to place memorial instructions or letters of last instructions in a safe deposit box, since frequently the box is not opened until after the burial has taken place.** The pastoral staff of West Valley Presbyterian

Church encourages you to complete the enclosed form and to file one copy in the church office, one in your home files, and one with your next of kin or the executor of your Will. Extra blank copies of the form are available in the church office.

This booklet would not be complete without mentioning the West Valley Presbyterian Church Foundation. The Foundation was created in 1981 to solicit, receive and invest gifts and bequests given to our church. Over the years, WVPC has been richly blessed by those who have gone before us. You may wish to prayerfully consider directing your memorial gifts to a ministry that is close to your heart here at the church. You may also wish to include WVPC in your Will or Living Trust.

### **Hymns and Scriptures**

Listed below are many suggested hymns and passages of Scripture for your consideration. Any of these would be appropriate for either a funeral or memorial service. This listing is merely a sampling of what is available to you and is by no means limiting. It is extremely helpful if you actually take a moment now to provide for your family, in your Personal Wishes Form, a list of your favorite hymns or praise choruses and those Scriptures that you would like to be considered for your service.

#### **Hymns**

Abide With Me	Great is Thy Faithfulness	O God, Our Help in Ages Past
Amazing Grace	Guide Me, O Thou Great Jehovah	O Jesus, I Have Promised
A Mighty Fortress is Our God	He Leadeth Me	O Master Let Me Walk With Thee
Be Still My Soul	How Great Thou Art	O, That Will Be Glory For Me
Because He Lives	In the Garden	On Eagles' Wings
Breathe on Me, Breath of God	Jesus Calls Us	Rock of Ages
Face to Face	Love Divine, All Loves Excelling	The Lord's Prayer
Faith of Our Fathers	Near to the Heart of God	When We All Get to Heaven
For All the Saints	Nearer My God to Thee	

#### **Scriptures**

Psalms 9:9	Psalms 73:26	John 8:12	Philippians 4:4-7 & 8-9
Psalms 18:2	Psalms 91:4-6	John 11:25-26	1 Thessalonians 4:13-14
Psalms 23	Psalms 121	John 14:1-3	Revelation 21:4
Psalms 27:1,3	Ecclesiastes 3: 1-8	Romans 8:37-39	
Psalms 37:24	Isaiah 40:31	1 Corinthians 13:12	
Psalms 46:1-3	Isaiah 43:1-2	1 Corinthians 15:55	
Psalms 49:15	Matthew 11:28	2 Corinthians 5:1	