

West Valley Presbyterian Church

6191 Bollinger Road Cupertino, CA 95014 408.252.1365

Memorial Service Fee Schedule

Revised January, 2013

Congregational Care Department

<u>Support Services</u> (<i>suggested minimum honorariums</i>)	^{*1} <u>Member</u>	^{*1} <u>Non-Member</u>
Minister's Honorarium	\$0	\$200
Memorial Coordinator	\$100	\$100
Custodian	\$100	\$100
Sound Technician ^{*2}	\$75	\$75
Organist ^{*3}	\$150	\$175
Accompanist (<i>If provided</i>) ^{*4}	\$150	\$175
Soloist (<i>If provided</i>)	\$150	\$175
Visual Technician (<i>If provided</i>)	\$75	\$75

Although it is preferable for fees to be paid by the time of the service to the Coordinator, they are due and payable no later than 30 days from the date of the service. Please make one check for all fees, payable to "West Valley Presbyterian Church," and send to the attention of the Office Manager.

PLEASE NOTE: *The above fees assume a four-hour window. If more time is required, you should a) discuss it with the minister ahead of time, and b) be prepared to pay more than the minimum honorariums in order to reimburse individuals in a fair manner for their time. West Valley Presbyterian Church cannot guarantee the availability of soloists and accompanists, but will endeavor to provide assistance, as appropriate, in searching for such services.*

^{*1} Member refers to the deceased, or his/her immediate family, who were/are on the active rolls of the church and participate in its ministry.

^{*2} A Sound Technician is required. If the Sound Technician and Visual Technician are the same person, there is only one fee.

^{*3} The church Organist has first right of refusal.

^{*4} If the Organist and Accompanist are the same person, there is only one fee.