

A GUIDE TO FUNERALS

at

CHRIST EPISCOPAL PARISH



FOR

(Print Name as it should appear on the Program and Plaque)

Date of Birth

Date of Death

Service Date

Service Time

Location (Parish Church, City State)

CHRIST CHURCH



PRINCE GEORGE'S PARISH 1726

107 SOUTH WASHINGTON STREET
ROCKVILLE, MARYLAND 20850

TELEPHONE (301) 762-2191

Dear Friends,

Jesus Christ is the foundation on which our faith is built. In Baptism, we confess the faith of Christ crucified, proclaim his resurrection, and share in his eternal priesthood. And, when we breathe our last, we enter into eternal life. As such, we celebrate the life of the deceased. The liturgy of the dead is an Easter liturgy, finding its meaning in the resurrection. Jesus was raised from the dead, and so shall we be.

Yet, that does not mean that we cannot grieve our loss. For, as we know, Jesus wept when he learned of the death of his friend Lazarus. How fortunate we are to have loved and been loved so deeply that we grieve the death of loved ones.

If you are planning your service in advance, or planning a funeral for a loved one, please be in touch with us so we can help.

In Christ,

Father Tim

AT THE TIME OF DEATH

Contact Your Parish Priest

When there is a death in your family or a family member is near death, please call Father Tim at 973-477-0900. We want to support you and share with you at your time of loss.

Prayers and Readings: Near death or at the time of death

The Book of Common Prayer (BCP) provides prayers for the time when a person is near death (p.462), and at the time of death (p.462-463). When possible, the family and friends join together in the Litany (p.462) led by the parish priest or by a lay person if the priest cannot be present.

Prior to the Funeral or Memorial Service

Prior to the funeral it is appropriate that family and friends come together for prayers. The Prayers for a Vigil (BCP pp.465-466) may be used. The psalms found on in BCP p.471-479 may be used with these prayers or they may be used for prayer and meditation. You may also find it helpful to read and meditate on the Scripture passages suggested in BCP pp.494-495.

While it sometimes makes sense for those closest to the deceased to see the body, general “viewings” are not a necessary part of Christian burial and may be an unnecessary emotional strain and financial burden. Please know they are not permitted in the church prior to a service. Bereaved persons may wish to have hours at home or at the funeral home to receive visits of love and condolence from family and friends. Time and place may be announced in the newspaper notice.

FOR YOUR REFLECTION FROM THE CATECHISM

(BCP pp.861-862)

What is the Christian hope?

The Christian hope is to live with confidence in the newness and fullness of life, and to await the coming of Christ in glory, and the completion of God's purpose for the world.

What do we mean by the coming of Christ in glory?

By the coming of Christ in glory, we mean that Christ will come, not in weakness but in power, and will make all things new.

What do we mean by heaven and hell?

By heaven, we mean eternal life in our enjoyment of God; by hell, we mean eternal death in our rejection of God.

Why do we pray for the dead?

We pray for them, because we still hold them in our love, and because we trust that in God's presence those who have chosen to serve will grow in his love, until they see him as he is.

What do we mean by the last judgment?

We believe that Christ will come in glory and judge the living and the dead.

What do we mean by the resurrection of the body?

We mean that God will raise us from death in the fullness of our being, that we may live with Christ in the communion of the saints.

What is the communion of the saints?

The communion of saints is the whole family of God, the living and the dead, those whom we love and those whom we hurt, bound together in Christ by sacrament, prayer, and praise.

What do we mean by everlasting life?

By everlasting life, we mean a new existence, in which we are united with all the people of God, and in the joy of fully knowing and loving God and each other.

What, then, is our assurance as Christians?

Our assurance as Christians is that nothing, not even death, shall separate us from the love of God which is in Christ Jesus our Life. Amen.

FUNERAL/MEMORIAL SERVICE

“Baptized Christians are properly buried from the church. The service should be held at a time when the congregation has opportunity to be present.” (BCP, p. 490)

“The coffin is to be closed before the service, and it remains closed thereafter.” (BCP p.490)

Planning the Service

The parish priest will be in charge of the service and all related arrangements. Funeral directors should be so informed and given the priest's phone number. The services will be conducted as instructed by the parish priest and as provided in the Book of Common Prayer. The priest will make selections when no preference is expressed herein.

Suggested scripture readings for the service are listed on pages 494 & 495 of the Book of Common Prayer as well as in this document. Two or three readings are customary with at least one Psalm. Normally, members of the family or friends read the lessons.

There is a short homily after the Gospel reading in which the priest thanks God for the gifts God has given us through the life of the deceased. We generally do not do eulogies in the burial service, although stories and memories may be appropriately shared by family and friends at the reception.

The norm of Episcopal practice, as reflected in the Prayer Book, is to celebrate the Holy Eucharist. The principal act of Christian worship and our chief means of offering thanks to God, the Holy Eucharist is especially appropriate at funerals, as at all major events or passages in life. The celebration of the Eucharist at a funeral emphasizes the joy of Resurrection, the New Life we share in Christ, and the presence of the whole communion of saints in which the living are united to the dead. However, services without the Eucharist can be celebrated as well.

Music

Our Director of Music Ministry & Organist will play for the funeral and assist in choosing appropriate music for the service. The music at a funeral expresses the hope and faith that Christians manifest in the face of death. If desired, hymns may be chosen to be sung by the congregation (hymn suggestions are listed in this document). To enhance the service beyond just organ music, a vocal soloist, a quartet of singers or an instrumentalist can be contracted by the organist (with extra fee(s) for the musician(s) applicable). Secular music is best used during a reception.

Burial Rituals

The burial rituals of fraternal orders, military organizations, or other such associations, if used, are generally held at some time prior to the Church's burial service. Please discuss military honors with the clergy prior to making arrangements.

The Body

The body may be honored in ways other than traditional burial. It is commended as good stewardship to donate one's body or organs for medical, teaching, or research purposes. Cremation is also acceptable, and the church provides a columbaria for the burial of the ashes. All the funeral rites of the Church may be held in the church with the body or ashes present or not present. A pall is used over the casket or ashes. At the graveside, earth often is cast upon the coffin or the ashes.

Flowers

Requests for additional flowers or special arrangements may be made in consultation with the Rector. The Altar Guild will assist you in choosing flowers for the Nave or Chapel. The customary vases of flowers used in the church are often desired (but are not required). A local florist, Koko Florist (301) 869-2929 is familiar with Christ Church. You may contact them directly or order from another florist if you wish. The customary color for funeral flowers is white, but special colors may be requested. Flowers for any church reception can be handled by the Fellowship Committee.

Memorials

Money which would otherwise be spent on flowers may be given in the person's memory to the Church or to an appropriate charitable organization. In the newspaper notice, "In lieu of flowers; memorial gifts may be sent to..." will help relatives and friends. Large numbers of floral pieces are not used in the church.

Reception

A reception can be held in the Murdock Room and/or Dining Room downstairs. The Fellowship Committee (Christie Carrico, christie.carrico@verizon.net, 301-340-9096) can provide a simple reception for a fee that will include food and any flowers that you may desire. Choosing an outside caterer is an option. Please let the Rector know if you wish to have a reception at the church.

Fees

There is a fee for members and non-members. Fees for music, flowers and facilities are listed later in this document. Burial in the Columbarium has an additional charge.

Clergy

There is no required fee for the services of the clergy of Christ Church. If desired, a gift of appreciation for ministry may be made, although it is entirely optional. A customary gift amount would be \$300.00. Checks may be made payable directly to the officiating clergy. If other clergy are involved, a larger gift might be considered. There is a mandatory \$300.00 fee for an officiating clergy person who is not on the Christ Church staff.

PLANNING THE WORSHIP SERVICE

These pages below are to assist and guide the family and parish in planning a service of Resurrection for yourself or for a loved one. Please place a check mark next to your choices.

SERVICE CHOICES:

- ☐ The Burial of the Dead: Rite I (BCP, p. 469)
☐ The Burial of the Dead: Rite II (BCP, p. 491)
☐ with Eucharist

(We recommend the use of Rite II as most Christians are familiar with the congregational responses in that service, and hence, are more comfortable with the liturgy).

- ☐ Live stream the service. (Fees will apply.)

_____ Estimated Attendance

SERVICE READING CHOICES

(Choose at least one Old or New Testament, one Psalm, and one Gospel reading. Alternatively, the Psalm could be sung as a hymn. Indicate a READER for each selection as it should appear in the service program):

1. Old Testament

- ☐ Isaiah 25:6-9
☐ Isaiah 61:1-3
☐ Lamentations 3:22-26,31-33
☐ Wisdom 3:1-5, 9
☐ Job 19:21-27a

Read by:

_____ *He will swallow up death forever*
To comfort those who mourn
The Lord is good to those who wait for him
The souls of the righteous are in the hands of God
I know that my redeemer lives

2. Psalm

- ☐ Psalm 23
☐ Psalm 27
☐ Psalm 42:1-7
☐ Psalm 46
☐ Psalm 90:1-12
☐ Psalm 106:1-5
☐ Psalm 116
☐ Psalm 121
☐ Psalm 130
☐ Psalm 139:1-11

Read by:

_____ *The Lord is my shepherd*
The Lord is my light and salvation
As the deer longs for the water
God is our refuge and strength
Lord, you have been our refuge
Hallelujah! Give thanks to the Lord for he is good
I love the Lord, because he has heard my voice
I lift up my eyes to the hills
Out of the depths have I called
Lord, you have searched me out

3. New Testament

- ☐ Romans 8:14-19,34-35,37-39
☐ I Corinthians 15:20-26,35-38,42-44,53-58
☐ II Corinthians 4:16-5:9
☐ I John 3:1-2
☐ Revelation 7:9-17
☐ Revelation 21:2-7

Read by:

_____ *The glory that shall be revealed*
The imperishable body
Things that are unseen are eternal
We shall be like him
God will wipe away every tear
Behold, I make all things new

4. Gospel

- ☐ John 5:24-27
☐ John 6:37-40
☐ John 10:11-16
☐ John 11:21-27
☐ John 14:1-6

Read by: Clergy

_____ *He who believes has everlasting life*
All that the Father gives will come to me
I am the good shepherd
I am the resurrection and the life
In my Father's house are many rooms

HOLY EUCHARIST

If a Eucharist service is chosen, presenters of the bread and wine can be members of the family or friends. These would be brought forward (from the back of the church) and given to the Deacon or Priest as an Offertory Hymn is sung.

Bread

Wine

Eucharistic Prayer

For Rite II:

☐ Prayer A p.361 ☐ Prayer B p.367 ☐ Prayer C p.369 ☐ Prayer D p.372

SERVICE MUSIC CHOICES

Before and After the Service

Ten minutes of organ or other instrumental music is generally played before the service and a closing voluntary is played at the end. The music will be selected by the organist with any suggestions from the family. Hymns, not sung by the congregation during the service, can also be requested to be played during these times. If the service is a Eucharist, hymns can be played, rather than sung, during Communion. (Please note that music selections are dependent on our licensing.)

To enhance the service beyond just organ music, a vocal soloist, an instrumental player or a quartet of singers can be contracted by the organist. The musicians can sing/play during any of the times appropriate when a hymn is suggested to be sung.

Hymn Suggestions

The choice congregational hymns at a funeral is appropriate. Suggested times when hymns can be sung during the service:

- At the beginning of the service
- Between the New Testament and Gospel
- At the end of the service

If a Eucharist service is chosen, hymns can be also sung:

- At the Offertory (when the bread and wine is being brought forward and the table is prepared by the Priest)
- During communion

A hymn can be sung instead of the reading of the Psalm (see * notation for replacement hymn)

Hymn suggestions from Hymnal 1982

CHOICE	TITLE	NUMBER
☐	A Mighty Fortress	688
☐	Abide with me	662
☐	All Creatures of our God and King	400
☐	All Praise to Thee, for Thou, O King Divine	477
☐	All Things Bright and Beautiful	405
☐	Alleluia! Alleluia! Give Thanks to the Risen Lord	178
☐	Alleluia! Sing to Jesus!	460
☐	Amazing Grace	671
☐	As Longs the Deer* (Ps.42)	658

	Be Thou My Vision	488
	Come Thou Fount of Every Blessing	686
	Faith of Our Fathers	558
	Fairest Lord Jesus	383
	For All the Saints (vv 1-4, 8)	287
	How Firm a Foundation, Ye Saints of the Lord	647
	Holy God, We Praise Thy Name	366
	How Lovely is Thy Dwelling Place	517
	God is Love	379
	Guide Me, O Thou Great Jehovah	690
	I am the Bread of Life	335
	I Come With Joy to Meet My Lord	304
	I sing a Song of the Saints	398
	Immortal, Invisible, God only Wise* (<i>Ps. 90</i>)	423
	Jerusalem, My Happy Home	620
	Joyful, Joyful, We Adore Thee	376
	Lift High the Cross	473
	Love Divine, All Love's Excelling	657
	Lord of All Hopefulness	482
	My Faith Looks Up to Thee	691
	Now Thank We All Our God	397
	O God Our Help in Ages Past* (<i>Ps. 90</i>)	680
	O Worship the King	388
	Praise My Soul, the King of Heaven	410
	Praise to the Lord	390
	Rock of Ages	685
	The King of Love, My Shepherd Is* (<i>Ps. 23</i>)	645
	The Lord My God My Shepherd Is* (<i>Ps. 23</i>)	663
	The Strife is O'er	208
	We Know that Christ is Raised	296
	Ye Holy, Angels Bright	635
	Ye Watchers and Ye Holy Ones	618

Hymn suggestions from Wonder, Love & Praise

CHOICE	TITLE	NUMBER
	Be Not Afraid (with soloist singing verses)	811
	Eagle's Wings (with soloist singing verses)	810
	O Lord, Hear My Prayer (Taizé)	827
	Precious Lord, Take My Hand	800
	Taste and See (with soloist singing verses)	764

☐ Select if you plan to include a portrait image for the program. *This is optional.*
If so, please email a high resolution jpeg image to parishadmin@cecrockville.org

Funeral Planning Fees and Logistics

	ACTIVE MEMBER [^]	NON-MEMBER/ INACTIVE MEMBER	FEES PAID
GENERAL FEE	\$150	\$300	
ADDITIONAL FEES			
ORGANIST*	\$300*	\$300	
SOLOIST (EACH)*	\$150*	\$300	
INSTRUMENTALIST (EACH)*	\$250*	\$250	
CLERGY HONORARIUM # *	\$300*	\$300	
ALTAR FLOWERS	\$100	\$300	
MURDOCK ROOM RECEPTION	\$300	\$600	
PARISH HOUSE PARLOR RECEPTION	\$150	\$300	
HOSPITALITY COMMITTEE HONORARIUM	\$400	\$400	
COLUMBARIUM NICHE with PLAQUE	\$2,000 (single) \$3500 (double)	*Not available for non-members/ inactive members	
OPEN AND CLOSE NICHE	\$250	\$250	
LIVE STREAMING	\$200	\$250	

[^] Active Membership is defined by 1) regular participation in the life and sacraments of the church within the last three years (homebound members are considered active church members) and 2) supporting the financial operations of the church through regular pledging. While we are glad to offer funerals for people who have been away from Montgomery County or Christ Episcopal Church for years, we receive many such requests each year, and the financial burden this places on Christ Church makes it necessary to ask such families to offset the costs of staff time, cleaning fees, printing fees, and facilities maintenance which go into each event.

The Priest's honorarium for member funerals supports the Rector's discretionary fund for community needs or other ministry needs or goes to other parish ministries. Organists, livestream techs and special musicians are paid for funerals on a fee-for-service basis, and their checks must be in-hand *before* the day of the funeral.

*Clergy, Organist, Soloist and Instrumentalist fees should be made directly to the person serving. The total of all other fees should be made out to Christ Episcopal Church. Payment *must* be received *before* a plaque can be ordered, a niche can be opened, or an organist can be secured.

NOTE: Please place all fees in an envelope and give to the officiating clergy at the time of the service.

Finally, while we do ask for fees to cover the costs to the parish community and to support the ongoing work of the Gospel (a tiny fraction of what funeral homes typically demand), we do not wish our funeral fees to be a burden on any member of our community in financial need. If you have demonstrated financial need, please do not hesitate to reach out to one of the clergy.

Final Reminders

- Remember to bring a guest book if you wish to have one.
- We can provide an easel for photos at the reception or a projector setup for PowerPoint or Google Slides photo slideshows. Both must be arranged in advance.
- Remember that an urn is included in the cost of the columbarium niche.
- Each year on the Sunday closest to All Soul's Day, (usually the first Sunday of November), we hold a service where we specially remember all those who have died in the last year. You are most welcome to join us on that day as we pray.

For most funerals, the first point of contact is Father Tim Carr:

The Rev. Timothy P. Carr, Rector

fathertim@cecrockville.org

Other helpful contacts in planning: Yoonie Min

parishadmin@cecrockville.org

Organist and Choirmaster, Justin Boyer

jboyer@cecrockville.org

FUNERAL CONTACT INFORMATION

FAMILY CONTACTS

Name _____

Address _____

City _____ State _____ Zip _____

Cell Phone _____ Home _____ Work _____

Email _____

Name _____

Address _____

City _____ State _____ Zip _____

Cell Phone _____ Home _____ Work _____

Email _____

FUNERAL HOME CONTACT

Name _____

Contact _____

Address _____

City _____ *State* _____ *Zip* _____

Phone _____ *Email* _____

SERVICE PARTICIPANTS

Additional Clergy _____

Organist _____

Acolytes _____

LEMS _____

Ushers _____

Pallbearers _____

Additional Requests _____



CHRIST EPISCOPAL CHURCH

107 S. WASHINGTON STREET, ROCKVILLE, MARYLAND 20850
(301) 762-2191 www.christchurchrockville.org