



485 Appleton St.  
Holyoke, MA 01040  
(413) 532-5060

## Funerals at St. Paul's Episcopal Church

485 Appleton Street, Holyoke, MA 01040  
413-532-5060 | office@stpaulsholyoke.org | www.stpaulsholyoke.org

### When Someone Dies

We are never prepared for the emotional shock and the many responsibilities that come when a loved one dies. The Church is here to help you through this time of grief by offering comfort through the Gospel of Jesus Christ which is, above all, a message of hope and resurrection. In addition, the community of St Paul's Episcopal Church is here to help with the decisions, obligations, and religious services that are so important to the healing process.

### Call the clergy

You are encouraged to call the clergy of St. Paul's any time of day or night when a loved one has died. They will do their best to come to wherever you are to offer spiritual support and practical guidance. This can include prayer with the family, calling a mortician, and deciding on the time and place for the funeral, and determining the details for cremation or burial.

### There are three types of services for the departed

*A funeral* is the liturgy for the Burial of the Dead with the body present, either in a coffin or as ashes in an urn. It is usually held within a few days of the person's death. It can be held in the church, graveside, or the funeral home.

*A committal* is a brief liturgy that usually follows the funeral directly at the place where the body or ashes are to be interred. It can also be a stand-alone event.

*A memorial service* is a liturgy without either the body or ashes. It can be held from a few days up to a year or more after death.

### Planning the Funeral

Funerals for church members are customarily held in the church. "Visiting hours" allow family and friends to gather before the funeral, and may be offered at church or at the Funeral Home. It is increasingly common that visiting hours and funerals take place at the Funeral Home, but please consider St. Paul's for these, as costs are lower and the location of St. Paul's is sacred. Nevertheless, the clergy are happy to visit and offer prayers at Funeral Homes.

The funeral service is planned from the liturgy in the Book of Common Prayer with music from The Hymnal 1982. The priest will work with the family to determine the nature of the service and to choose appropriate Scripture readings. The Episcopal liturgy emphasizes the resurrection of Christ and the universal hopefulness of Christian belief.

Music is often part of the funeral service. The priest or St. Paul's Organist will work with you to select appropriate musical selections and hymns.

Normally the homily is based on a favorite passage from the New Testament and emphasizes the comforts of Christ rather than the attributes of the deceased person. Occasionally, a brief remembrance may be offered by someone close to the departed.

The Holy Eucharist is generally celebrated at funeral services but this is at the family's discretion in consultation with the priest. All in attendance, regardless of denomination or age, are welcome to receive Communion.

If the body is present, the coffin is closed and covered with a funeral pall (a white cloth signifying new life through the Resurrection). If ashes are present, the urn is covered with a white cloth.

### **Eulogies**

Please consult with the clergy regarding Eulogies or remembrances by friends and family. If one or two people would like to read prepared remarks, that may be worked out with the officiating priest. The remarks should be no more than three minutes in duration.

### **Flowers**

If the family would like altar flowers, an outside florist is engaged by the family (speak with the administrative assistant for a list of local florists). Two arrangements are normative. Additional arrangements may also be placed at the discretion of the clergy.

### **Pictures of the Deceased**

Pictures of the Deceased may be placed in the sanctuary during the service. Please arrange with the clergy prior to placing pictures of the deceased.

### **Bulletins**

Bulletins will be printed by St. Paul's office, in consultation with the priest and the review of the family.

### **Reception**

If available, the Auditorium (Parish Hall) may be used for a reception following the funeral liturgy.

### **What about Cremation?**

The Episcopal Church approves cremation as well as burial of the body.

## **Fees**

**Financial concerns should never stand in the way of access to the sacramental life of the Church. Please let the clergy know of any financial concerns. All fees except for those of the Musicians are negotiable. It is our policy at St. Paul's Episcopal Church never to refuse to do a funeral**

*Music:* It is understood that St. Paul's Organist is to play for all services and that if a guest organist is requested, St. Paul's Organist is to be compensated for the full amount. If the services of a soloist or instrumentalist are desired, the request must be made to the Organist.

Please do not hire anyone independently.

The following fees are requested and can be made out in separate checks or given in cash.

For pledging members of the congregation:

Church: (to St. Paul's Episcopal Church) \$200

Organist (to Curtis Mercier): \$200

Sexton: (to St. Paul's Episcopal Church) \$100

Clergy: Honorarium amount at the family's discretion.

For non-members:

Church: (to St. Paul's Episcopal Church) \$250

Organist (to Curtis Mercier): \$200

Sexton: (to St. Paul's Episcopal Church) \$100

Hall for reception (if applicable) \$150

Clergy: Honorarium amount at the family's discretion.

## **Funeral Hymns & Music**

Funeral music is always chosen in consultation with the clergy or organist. Choosing hymns is often a component of healing. Some criteria to consider include favorite hymns, texts that express the hope and joy of the resurrection, and whether or not it is known to the congregation. The standard resource for selecting hymns is the Hymnal 1982. The hymnal contains a section titled "Burial" that extends from hymn 354 to 358. Also, certain Easter hymns are particularly appropriate. The "Easter" section is found between hymns 174 and 213.



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## FUNERAL ARRANGEMENTS

Be sure to use **complete, full, LEGAL** names for all entries and then indicate if there are nicknames or shortened names that are used for newspapers.

### FULL LEGAL NAME of the Deceased:

First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

### FULL LEGAL RESIDENCE of the Deceased:

Street \_\_\_\_\_

County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Sex: \_\_\_\_\_ Age: \_\_\_\_\_ Martial Status \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Date of Death: \_\_\_\_\_ Cause of Death: \_\_\_\_\_

Date of the Funeral: \_\_\_\_\_ Date of Burial: \_\_\_\_\_

### INFORMATION ABOUT FUNERAL HOME

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Viewing: \_\_\_\_\_ Time of Viewing: \_\_\_\_\_

### SERVICE PREFERENCE: Please check ONE box (Funeral, Committal, Memorial Service)

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- A **committal** is a brief liturgy that usually follows the funeral directly at the place where the body or ashes are to be interred. It can also be a stand-alone event.
- A **memorial service** is a liturgy without either the body or ashes. It can be held from a few days up to a year or more after death.

### PLACE OF INTERMENT (Place where the deceased will have its final resting place):

\_\_\_\_\_  
\_\_\_\_\_

Holy Communion:      YES      NO

**Committal:**      YES      NO

For burials, the committal is held at the gravesite and signifies the moment in which it is time to say goodbye to your loved one, as they are lowered into their final resting place.

**Reading choices:**

- First Reading \_\_\_\_\_
- Psalm \_\_\_\_\_
- Second Reading \_\_\_\_\_
- Gospel \_\_\_\_\_

**Musical choices**

- Processional: \_\_\_\_\_
- Gospel: \_\_\_\_\_
- Offertory: \_\_\_\_\_
- Communion: \_\_\_\_\_
- Recessional: \_\_\_\_\_

**Will you be hosting a reception at St. Paul's?** If available, the Auditorium (Parish Hall) may be used for a reception following the funeral liturgy.      YES      NO

**PERSON IN CHARGE OF ARRANGEMENTS**

**First** \_\_\_\_\_ **Last** \_\_\_\_\_

**Relationship** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** (      ) \_\_\_\_\_ - \_\_\_\_\_

**BIOGRAPHICAL INFORMATION**

<b>FULL NAME</b>	<b>FULL NAME</b>
<b>SON(S)</b>	<b>PARENT(S)</b>
<b>DAUGHTER(S)</b>	<b>BROTHERS(S)</b>
<b>SISTER(S)</b>	<b>GRANDCHILDREN</b>