

# Funerals & Memorial Services

## at Emmanuel Church in the City of Baltimore

–Compiled January 2017–

*“I am convinced that neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord.” –Romans 8:38*

*“The liturgy for the dead is an Easter liturgy. It finds all meaning in the resurrection. Because Jesus was raised from the dead, we too, shall be raised.” –The Book of Common Prayer, 507*

### Contact Your Clergy

When it comes to funeral arrangements, there are many decisions to be made. As *The Book of Common Prayer* (BCP) notes, the words, music, and actions of the liturgy are all meant to reassure us that God’s love is stronger than death. However, it can be difficult to recognize such comfort in the face of loss, so we recommend that you contact one of the clergy at Emmanuel Church to help guide you through the process—whether to prepare your own funeral plans or in memory of someone you love. If you have a relationship with a particular clergy person, please feel free to contact them directly; otherwise, please contact our parish office ([info@emmanueldowntown.org](mailto:info@emmanueldowntown.org)) and we will respond accordingly.

### Make Arrangements with a Funeral Home

In planning the funeral, you will face decisions regarding the disposition of your earthly remains. These matters are sensitive and can reveal a wide variety of underlying values. In the Episcopal Church, burial, cremation, and organ donation are all recognized as acceptable practices, and decisions regarding these options are best made in consideration with traditions, beliefs, family location, cost, and other particular needs. (For further information on cremations, The Cremation Society of Baltimore can be reached by calling 410-788-1800.) If necessary, the funeral home will assist you with arrangements for interment or cremation.

### Planning the Funeral Service

A funeral is an opportunity to provide comfort to one’s family, friends, and other loved ones, as well as an opportunity to affirm the Church’s belief in the power of the resurrection. There are many opportunities within the burial office of the Episcopal Church for you to personalize the liturgy and highlight scripture, hymns, and other elements that are especially meaningful to you and your family. Before you fill out the Funeral/Memorial Service Instructions form at the end of this document, you should give careful thought to the following:

#### Holy Eucharist

The celebration of Holy Eucharist stands as a powerful reminder of the presence of Christ with us throughout this life and the next, testifying to our identity as an Easter people amid even times of

loss, grief, and despair. Incorporating it into funeral services is strongly recommend here at Emmanuel; however, the presence of Holy Eucharist might not feel appropriate for you or yours for whatever reason. Ultimately, its inclusion or not is a personal choice, based on what would be best your family and friends at this time.

## Rite

The BCP offers at least two options for the burial rite. Rite I (469-489) draws on more traditional, Elizabethan language, while Rite II (491-505) is written in more contemporary language. For example, the opening anthem for the service appears like this in the Rite I wording:

I am the resurrection and the life, saith the Lord;  
he that believeth in me, though he were dead, yet shall he live;  
and whosoever liveth and believeth in me shall never die.

This is the same text in the Rite II version:

I am Resurrection and I am Life, says the Lord.  
Whoever has faith in me shall have life,  
even though he die.  
And everyone who has life,  
and has committed himself to me in faith,  
shall not die for ever.

In deciding between the two forms, consider which kind of church service you normally prefer. Likewise, what kind of language would be most comforting to your loved ones as they participate in the liturgy? In the case of an extraordinary pastoral need, there is the possibility of an even more flexible third option following the guidelines laid out on pgs. 506-507 of the BCP.

## Readings

You will be asked to select several readings from the Bible. The BCP notes a number of readings that are particularly appropriate for funeral services, and you can find a complete selection of the readings that we suggest here at Emmanuel in the appendix of this document. If there will be Holy Eucharist during the service, you must select a reading from the Gospel, which will be read by a deacon or priest. Other readings may be done by family or friends.

## Music

Throughout the service, music is used as an offering for the glory of God and to help people in their worship. There are several places where congregational singing is appropriate throughout a funeral. We recommend at least one hymn – but no more than three – be sung during the service. Here is a list of recommended hymns, including several (\*) familiar to many Christian denominations:

### *The Hymnal 1982*

662            *Abide with me*  
\*208           *Alleluia! Alleluia! The strife is o'er*

400	<i>All creatures of our God and King</i>
*687/688	<i>A mighty fortress is our God (Psalm 46)</i>
656	<i>Blest are the pure in heart</i>
358	<i>Christ the Victorious</i>
*287	<i>For all the saints</i>
*416	<i>For the beauty of the earth</i>
355	<i>Give rest, O Christ</i>
379	<i>God is love</i>
*690	<i>Guide me, O thou great Jehovah</i>
636/637	<i>How firm a foundation</i>
*335	<i>I am the bread of life</i>
635	<i>If thou but trust in God</i>
429	<i>I'll praise my Maker</i>
*423	<i>Immortal, invisible</i>
354	<i>Into paradise may the angels lead you</i>
*620	<i>Jerusalem</i>
*657	<i>Love divine, all loves excelling</i>
691	<i>My faith looks up to thee</i>
664	<i>My shepherd will supply my need</i>
*680	<i>O God our help in ages past</i>
455/456	<i>O love of God how strong</i>
623	<i>O what their joy and their glory</i>
*388	<i>O worship the King</i>
410	<i>Praise my soul, the King of heaven</i>
492	<i>Sing, ye faithful, sing with gladness</i>
*645/646	<i>The King of love my shepherd is</i>
624	<i>Ye holy angels bright</i>
618	<i>Ye watchers and ye holy ones</i>

**Lift Every Voice and Sing II**

*184/185	<i>Blessed Assurance</i>
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Other hymns can, of course, be selected in consultation with our clergy and director of music. Music selected for the prelude will be determined by the organist—though, if there are specific pieces of music which you like, you are welcome to make a request. You may also choose to select a particular vocal or instrumental solo to be performed during the course of the service. Lastly, please keep in mind that a funeral is a worship service, so it is strongly recommended by the staff that secular music wait until the reception or other, more appropriate time.

### **Speakers**

Eulogies at a funeral are an important chance for those you love to celebrate your life and legacy. That being said, a service can easily become overwhelmed if too many people wish to offer their reminiscences, so no more than three eulogists should be selected. (A broader opportunity can always be offered elsewhere, such as at the reception or written in the program.) They should plan

to speak after the readings for about five minutes each in whatever order is most appropriate. It is always the officiating clergy person's prerogative to preach after the final eulogy has been given.

### **Pallbearers**

You should consider whether you would like to have pallbearers at your funeral service and who they might be. (Pallbearers can be actual, with the presence of a casket, or honorary, with the presence of an urn). Pallbearers may be family or friends and will receive their instructions from the funeral director and officiating clergy at the time of the service.

### **Ushers**

Emmanuel will happily provide ushers experienced in the dynamics of a church service. Please let the clergy know if you wish anyone special to serve as an usher.

### **Bulletins**

Funeral bulletins will be prepared by the church staff. In addition to the order of service, funeral bulletins often include:

- The full name of the deceased, with the dates of their birth and death
- The names of anyone who is participating in the service
- Information about the internment and/or reception following the service
- One or two organizations the family has designated to receive memorial gifts in honor of the deceased

### **Floral Arrangements**

The church does not provide flowers for a funeral service; however, the family is welcome to order flowers for the chancel and/or narthex if desired. (A casket spray is not possible for the service itself, during which the casket will be covered by a pall.) The officiating clergy person can offer insight into where and what kind of arrangements might make the most sense.

### **Arrangements for a Reception After the Service**

It is often important for loved ones to be able to gather together after the service to share in further reminiscing and fellowship, which may be done in a variety of ways. Some families invite friends and other family members to return to their home or make arrangements with a local business. Some families choose to cater a reception here at Emmanuel Church, utilizing our industrial kitchen and the opportunity provided by such spaces as our Gallery or Great Hall. The arrangements for the latter kind of reception differ depending on the circumstances, and the clergy and the other staff should be consulted as soon as possible for details.

### **Funeral Fees**

There is no charge for the funeral or memorial service itself. However, if music is desired as part of the service, a fee of \$300 will be charged for the services of our director of music, John Repulski. This fee should be included in the total amount paid to Emmanuel Church and must be received prior to the service.

## Internment Fees

A columbarium is a consecrated structure used for the internment of ashes. In Emmanuel's case, our columbarium is located in our narthex, centered around the incarnational image of the Christ Child. Members and their families are welcome to be interned within if they have purchased a niche, though others may be considered on a case-by-case basis. The initial cost is \$1,600, including the fee for each time that the niche is opened. (If you would like two urns to share the niche, the \$500 fee will need to be paid for the second internment as well.) Please consult the columbarium section of our website for further information and the necessary paperwork: <http://www.emmanueldowntown.org/columbarium/>.

**Table of Fees**

<b>Fees</b>	
Organist	\$300
Columbarium	\$1,600
<b>Total</b>	
Funeral Only	\$300
Funeral & Internment of Ashes	\$1,900
Funeral & Second Internment in a Niche	\$800

Any additional donation is used to support the general function and mission of the church unless otherwise specified by the donor. If you wish to make a specific memorial gift, our director of finance & administration would be happy to discuss ideas with you and can be reached at [wridgeway@emmanueldowntown.org](mailto:wridgeway@emmanueldowntown.org).

In order for your wishes to be honored, it is necessary for you to fill out the Funeral/Memorial Service Instructions form attached to the end of this document and submit it to the church office, [info@emmanueldowntown.org](mailto:info@emmanueldowntown.org). Any further questions can be directed to the clergy person helping you to plan your funeral.



# Appendix of Suggested Readings

## Suggested Old Testament Readings

- Proverbs 31:10-31 (In praise of a good wife)
- Isaiah 25:6-9 (God will swallow up death forever)
- Isaiah 40:28-31 (The Lord is an everlasting God)
- Isaiah 61:1-3 (To comfort all who mourn)
- Lamentations 3:22-36, 31-33 (The Lord is good to those who wait for him)
- Wisdom 3:1-5, 9 (The souls of the righteous are in the hands of God)
- Wisdom 4:7-9, 13-15 (Being perfected in a short time)
- Job 19:21-27a (I know that my Redeemer lives)
- Ecclesiastes 3:1-8 (There is a time for everything)
- Esdras 2:42-48 (The faithful are exalted in heaven)

## Suggested Psalms

- 23
- 25
- 27
- 42:1-7
- 49
- 90:1-12
- 91

Versions of some of these Psalms appear in *The Hymnal 1982*. It is appropriate to sing these hymns instead of reciting a psalm, if you so wish:

<u>Psalm</u>	<u>Hymn</u>	
23	645	<i>The King of love my shepherd is</i>
23	663	<i>The Lord my God my shepherd is</i>
23	664	<i>My shepherd will supply my need</i>
42	658	<i>As long as the deer for cooling streams</i>
46	687	<i>A mighty fortress is our God</i>
90	680	<i>O God, our help in ages past</i>
121	668	<i>I to the hills lift mine eyes</i>
130	151	<i>From deepest woe I cry to thee</i>
130	666	<i>Out of the depths I call</i>
139	702	<i>Lord, thou hast searched me out</i>

## Suggested New Testament Readings

- Romans 6:3-4, 8-9 (Alive in Christ)
- Romans 8:14-19, 34-35, 37-39 (Children of God)
- 1 Corinthians 13 (Love never ends)
- 1 Corinthians 15: 12-19 (How can some of you say there is no resurrection)
- 1 Corinthians 15:20-26, 35-38, 42-44, 53-58 (The imperishable body)
- 1 Corinthians 15:51-58 (Our resurrection)
- 2 Corinthians 1:3-5 (Consolation in Christ)
- 2 Corinthians 4:7-14 (Perplexed but not in despair)
- 2 Corinthians 4:16-5:9 (What cannot be seen is eternal)
- Philippians 3:8-21 (Our citizenship is in heaven)
- Philippians 3:20-4:1, 4-7 (Rejoice in the Lord)
- 1 Thessalonians 4:13-18 (Raised with Jesus)
- 1 Peter 1:3-9 (A living hope)
- 1 John 3:1-2 (We will be like God)
- Revelation 7:9-17 (God will wipe away every tear)
- Revelation 21:2-7 (I am making all things new)

## Suggested Gospel Readings

- Matthew 5:3-10 (The Beatitudes)
- Mark 10:13-16 (Let the children come to me)
- Luke 5:11-32 (I have come to call not the righteous but sinners to repentance)
- Luke 24:13-19, 27-35 (Jesus is known in the breaking of the bread)
- John 5:24-27 (Anyone who believes has eternal life)
- John 6:37-40 (Everything that the Father gives me will come to me)
- John 10:11-16 (I am the good shepherd)
- John 11:21-27 (I am the resurrection and the life)
- John 12:23-26 (Where I am, there you will be)
- John 14:1-6 (In my Father's house there are many rooms)



# Funeral/Memorial Service Instructions

Date: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

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

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

\_\_\_\_\_

Phone Numbers: \_\_\_\_\_

(home)

(cellphone)

E-Mail Address: \_\_\_\_\_

## Contacts

The person ultimately responsible for making plans for my funeral and burial is:

Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

\_\_\_\_\_

Phone Numbers: \_\_\_\_\_

(home)

(cellphone)

E-Mail Address: \_\_\_\_\_

I have already made arrangements with a funeral home as follows:

Funeral Home: \_\_\_\_\_

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

\_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

## Service Information

I wish to be given the following type of service:

- Funeral Service (casket or urn present)  
or
- Memorial Service (no casket or urn)
  
- Burial Office, Rite I (BCP, p. 469-489)  
or
- Burial Office, Rite II (BCP, p. 491-505)
  
- Service with Holy Eucharist  
or
- Service without Holy Eucharist

If possible, I would like the following clergy to officiate and/or assist at my service:

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If they are needed, I would like the following people to be pallbearers at my service:

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I would like my funeral service to include the following hymns:

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I would like my funeral service to include the following Readings and Psalm:

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I would be grateful if my family would consider memorial gifts in my name to:

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# Burial

I own a cemetery lot at: \_\_\_\_\_

Or, I will likely be buried at: \_\_\_\_\_

I wish to be cremated and my ashes placed as follows: \_\_\_\_\_

\_\_\_\_\_

Special Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

From *The Book of Common Prayer* (445):

“...all persons [are] to make wills, while they are in health, arranging for the disposal of their temporal good, not neglecting, if they are able, to leave bequests for religious and charitable uses.”

Please send me information on including Emmanuel Church in my will.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

