

FUNERAL GUIDELINES FOR ST. LUKE'S LUTHERAN CHURCH

11020 NC 801 Hwy. Mt. Ulla, NC 28125

Telephone: Church Office: 704-278-2710

STATEMENT: FUNERALS ARE A WORSHIP SERVICE AND WILL BE CONDUCTED ACCORDING TO THE CHURCH RUBRICS AND GUIDELINES.

1. Specific material can be found in *Evangelical Lutheran Worship* and Notes on the Liturgy found in the *Minister's Edition*; and *Manual on the Liturgy*.
2. At the time of death call the church office (704-278-2710) immediately to notify the pastor of St. Luke's Lutheran Church. No plans or arrangements should be made without consultation with the pastor of St. Luke's. Never invite another pastor to take part in the service without consulting the pastor of St. Luke's. Interns may assist the pastor in conducting funeral services.
3. If burial or interment of cremains in the St Luke's cemetery is desired, at the time of death notify the chairman of the cemetery committee to make arrangements for placement of gravesite or preparation of columbarium. (Call the church office: 704-278-2710) At an appropriate time after the funeral, family members are responsible for clearing away remaining flowers and debris. Flowers placed on graves during the year should be in good taste and appropriate for the season. When placing flowers on a gravesite, place them so that they will not interfere with mowing and trimming and make sure they are secure.
4. There are no burial or funeral fees for members of St. Luke's.
5. The service for Funeral (p. 279, ELW) or any other ELCA resource will be used. Every member should read the service at a time other than when planning a funeral. A funeral is a service of worship in which all who attend should participate. It is an act of FAITH. All persons present should participate in the responsive readings and prayer. The meditation will be directed to the living and is not a eulogy of the dead. Holy Communion is an optional element of a funeral service. If Holy Communion is desired it must be open and offered to all Christians attending.
6. A funeral pall is white cloth sometimes marked with a cross that completely covers the casket or the urn containing the cremains. The use of a pall treats every Christian exactly the same. The pall "echoes" the white garment of Holy Baptism. St Luke's provides a large casket pall or a smaller cremains pall for use during the service. **THE PALL NEVER LEAVES THE CHURCH.**
7. In a funeral with a casket, the pastor will meet the family at the door of the church. The large casket pall will replace the casket spray in the narthex of the church just prior to the processional into the nave, and is removed after the service at the same place before the casket is placed into the hearse. The casket shall be placed before the chancel in a lengthwise position. The casket shall remain closed. The casket is never opened once it is brought into the church nave. If the body lies in state for viewing, this should be done at the funeral home, in the narthex, or in the educational building.
8. In a funeral with cremains, the cremains may be (a) pre-positioned prior to the service in the sanctuary under the smaller cremains pall on a table positioned before the chancel, or (b) the cremains may be covered with the pall in the narthex and carried into the sanctuary as part of the procession and placed on the table. The cremains pall is removed after the service, and before the cremains are taken by the family.

9. Lighting of the paschal candle and placing it near the head of the casket as it rests in the church points the assembly to the promises of dying and rising with Christ that God makes at the time of baptism.
10. Music for the service should always be in keeping with the practice of the church and should have the same relationship as it does in an ordinary Sunday service. Let your pastor or director of music make suggestions or select appropriate music for you.
11. Two or three hymns are sufficient. The director of music, if available, and choir will lead the service in the church.
12. Only floral tributes of the immediate family will be allowed in the sanctuary. St. Luke's congregation will provide altar flowers for members.
13. The rubrics of the church state that "the ceremonies or tributes of social or fraternal societies" have no place within the service of the church. This included the Graveside Service.
14. Military funerals: The United States flag may appropriately replace the pall.
15. Funerals of members are normally held in the church or at graveside. If the funeral is held at a funeral home, arrangements for the service must be made with the pastor of St. Luke's. St. Luke's director of music is not required to provide music for funerals held in funeral homes.
16. When the death of a member occurs, a meal will be provided for the bereaved family, if desired. The hospitality committee should be notified as soon as possible for an estimated number of family members to be served. (Call church office: 704-278-2710)
17. If for any reason the pastor of St. Luke's is unavailable (on vacation, ill, etc.) or the pulpit is vacant, the bereaved family should contact the church office (704-278-2710) and the secretary will contact the chair of the congregation council who will make arrangements for a pastor to conduct the service.

IMPORTANT NOTES:

1. NO videos will be shown during the service
2. NO pictures or flash photo will be allowed during the service
3. NO videos will be made during the service
4. All cell phones, digital pagers, etc. should be turned off during the service
EXCEPTION: EMERGENCY PERSONNEL
5. NO pictures of the deceased will be displayed in the Sanctuary

FEES

	Members	Non-Members
Funeral Services	\$0	\$350
Organist	\$0	See musicians for fee schedules
Altar Flowers	\$0	Family is responsible for altar flowers
Bulletins	\$0	\$25 per 100 bulletins
Facilities	Fees and policies for the use of the facilities are documented in the Facility Use Request/Agreement.	
Cemetery Fees	See Cemetery Guidelines and Fee schedule	

CEMETERY GUIDELINES FOR ST. LUKE'S

No charge for members

\$1,500.00 per plot for former and inactive members

\$3,000.00 per plot for non members

A columbarium is available for the burial of ashes. There is no cost for active members of St. Luke's. The cost for a non-member is \$3000.00. A member is considered inactive if he or she has not communed and given a contribution of record two years prior to death.

Columbarium Rules

To clearly explain the operation and maintenance of a columbarium and to ensure it remains a dignified and sacred memorial, the following rules and regulations will be followed:

1. Each niche is 12 inches X 12 inches X 12 inches. Urns (or containers) must be sized so that two may fit into each niche. It is the family's responsibility to provide proper sized containers that are made out of permanent material. No more than two containers are allowed per niche.
2. Photos, flowers, flags, stickers, balloons, etc. are not to be attached to the columbarium. The cemetery committee reserves the right to remove and destroy such items.
3. Flowers will be allowed on the concrete pad at the time of internment for a maximum of seven days and will then be removed. No glass vases or other breakable items should be placed around the columbarium.
4. Small personal items may be included inside the niche at the family's risk. The Cemetery Committee will not assume any liability for causes to the columbarium beyond its control including, but not limited to: acts of God, vandalism, theft, accidents, riots, military actions, or strikes.
5. Niches will be filled by rows in order from left to right and top to bottom. No reserving of niches allowed.
6. Only human remains may be placed into the columbarium.
7. Cemetery Committee members are the only ones allowed to open a niche.
8. Transporting the granite door plate to and from the engravers will be the responsibility of the cemetery committee. The door plate will contain only the name, birth date and death date. All active, inactive*/former, and non-members must pay the engraving charge to the cemetery fund at the time the niche is used. The cost to be determined at the time of need. No brass plates are allowed.
9. Payment is due in advance of internment.

10. Fees per 12" X 12" X 12" niche (either single or coupled placement options):

Option A:	Option B:	Option C:
1. Active Member (no fee) 2. Active Member (no fee)	1. Active Member (no fee) 2. Inactive/Former Member (\$1,500)	1. Active Member (no fee) 2. Non-Member (\$2,500)

<p>Option D: 1. Inactive/Former Member (\$1,500) 2. Inactive/Former Member (\$1,500)</p>	<p>Option E: 1. Inactive/Former Member (\$1,500) 2. Non-Member (\$2,500)</p>	<p>Option F: 1. Non-Member (\$2,500) 2. Non-Member (\$2,500)</p>
<p>Option G: 1. Active Member Only (no fee)</p>	<p>Option H: 1. Inactive/Former Member Only (\$1,500)</p>	<p>Option I: 1. Non-Member Only (\$2,500)</p>

The Cemetery Committee at St. Luke’s Lutheran Church reserves the right to amend these rules and regulations at any time.

Memory Garden/Gazebo Rules

1. Prior to any cremains being scattered in the memory garden, the pastor of St. Luke’s Lutheran Church must be notified.
2. Only human cremains are allowed in the memory garden.
3. A bronze name plate (3” X 6”) can be placed on the memory garden monument for a fee of \$300 for active members, \$350 for inactive*/former members, and \$400 for non-members. The cemetery committee will be responsible for ordering the bronze name plate and having it installed. If a bronze name plate is not purchased, human cremains may be scattered in the memory garden at no charge. However, the pastor must still be notified prior to any cremains being scattered in the memory garden.
4. Photos, flowers, flags, stickers, balloons, etc. are not to be attached to the memory garden monument, the gazebo, or placed in the garden area.
5. The gazebo and memory garden should only be used during daylight hours.

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