



---

## FUNERAL AND MEMORIAL POLICY

This policy represents the intention of Central United Church (Central) with regards to the conduct of funeral and/or memorial services for deceased members, adherents and others associated with our Community of Faith (COF).

### STATEMENT OF PURPOSE AND BELIEF

We believe that death is not the end of a human life story, but rather marks the movement from one phase of existence to another, lived in the nearer presence of God. When Central is invited to participate in the funeral or memorial service of an individual, we commit ourselves to provide a sacred and holy opportunity for the celebration of a human life and for the worship of our God who is always present with us: *in life, in death and in life beyond death, God is with us, we are never alone (A New Creed, The United Church of Canada, 1968).*

### POLICY

- (a) Funeral or memorial services conducted at Central are Christian ceremonies, held within the context of the beliefs and rituals that accompany death in the Christian tradition.
- (b) All persons, whether members of Central or not, are able to have their funeral or memorial service conducted at the church, following the guidelines laid out in this document.
- (c) If the deceased person is a member or adherent of Central, the incumbent Minister(s) of Central will conduct the funeral or memorial service.
- (d) If a former Minister of Central is approached to conduct a funeral or memorial service for a member or adherent of the church, whether at the church or at some other location, the former Minister must decline the request.
- (e) However, permission for a former Minister(s) to conduct the be granted by the incumbent Minister or the Board.
- (f) On occasion, other individuals connected to the family of the deceased may preside at the service, but only with permission of the Board and in adherence to the guidelines outlined in this document.
- (g) A family or another group may rent the church to conduct a funeral or memorial service, following the guidelines outlined in this document.
- (h) Minister(s) of Central are permitted, on occasion, to conduct a funeral or memorial service outside of the church, recognizing that their first commitment of time is to the members and adherents of Central.



- (i) All funeral or memorial services conducted by the Minister(s) of Central, both inside and outside of the church, must be recorded in the Burial Register kept in the Church Office.
- (j) All fees associated with services offered by Central will be reviewed, on an annual basis, by the Worship Team, the Property Team, and the Trustees, to be ratified by the Board. Such fees may include but are not limited to the Minister, the organist-accompanist, the funeral or memorial service host, the audiovisual operators, the preparation of a service bulletin, rental of the church and rental of church equipment. All fees are due and payable within 30 days of the conduct of the funeral or memorial service.
- (k) Members and adherents of Central are not granted a reduced fee for services.
- (l) The organist-accompanist of Central has the right of first refusal on all funeral or memorial services conducted at Central.
- (m) If audiovisual equipment is needed for the conduct of the service, only duly authorized operators from Central will have access to the equipment.
- (n) Animals, other than duly certified service animals, are not permitted on church property.
- (o) Appropriate pastoral care follow-up will be offered to members and adherents of Central (e.g., telephone calls, personal visits, cards).
- (p) Central will host funeral receptions for members and adherents of the church, but only at a direct request from the family. This does not preclude outside groups from conducting funeral receptions.
- (q) Alcohol consumption or the use of drugs, other than prescription drugs, at funeral or memorial receptions held at Central is not permitted, in accordance with our Alcohol and Drug Use Policy.



## **ADMINISTRATION**

The conduct of funeral or memorial services at Central is overseen by the Worship Team, working in collaboration with the Congregational Care Team, the Trustees and the Board.

All funeral or memorial services conducted by Minister(s) of Central, whether inside or outside of the church, must be recorded in the Burial Register. The Administrative Team will make the appropriate entries in the Burial Register.

This policy document is a living document and can be changed at any time, with the approval of the Board.

The Board must inform the congregation about the policies that have been established by the Board and will seek ratification of each policy change at an Annual Congregational Meeting.

*Final Draft approved by the Board of Elders, June 10<sup>th</sup>, 2018*

© 2022 | Central United Church | All Rights Reserved  
Printed on September 22, 2022