

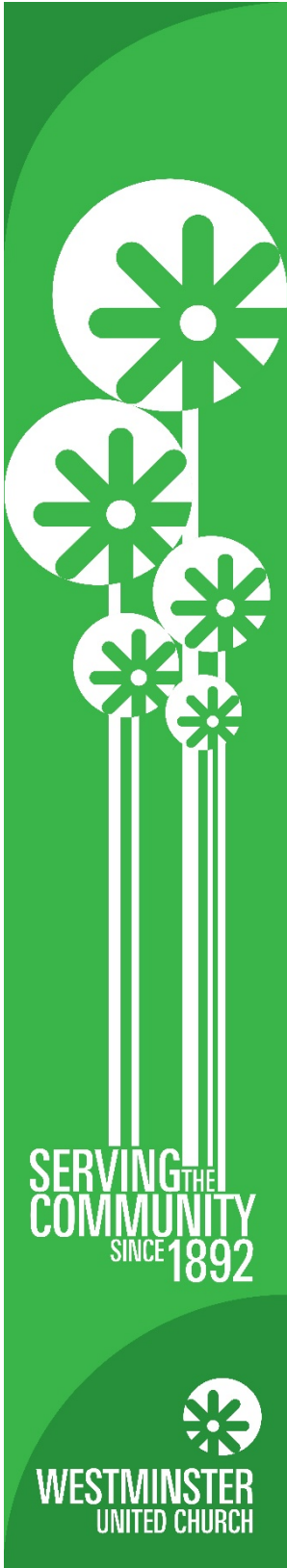
## *Planning A Funeral/Memorial Service at Westminster United Church*

As a caring Christian community, we seek to be a supportive presence to any person or family facing the death of a loved one. Just as we journey with families and individuals in times of joy, we are also honoured to provide the comfort and support of a faith community in times of sorrow.

We believe that every human life is sacred - sacred in its being, sacred in its living, and sacred in its dying. When someone we care about dies, it is good and right that we come together as a community to remember and celebrate the life that was lived, and commend our loved one more deeply into God's loving care in death. Taking time to mark the death of a loved one is part of how we honour the holiness of life, and to help us remember that "in life, in death, in life beyond death, God is with us. We are not alone."\*

Our minister facilitates funerals and memorial services in our historic sanctuary as well as in funeral homes.

*\*from the United Church of Canada New Creed (Voices United, p. 918)*



## **Space**

Our historic sanctuary has capacity for 900 people. Our Chapel capacity is 40 people.

## **Officiant**

It is our policy and expectation that our minister will preside at any funeral or memorial service conducted within our church. We understand that not all family members may be of our church, our denomination or our faith. The involvement of other clergy may be discussed with the minister, and the degree of their participation is at the discretion of our minister. In the absence of our minister we will ensure another minister will be present to officiate.

## **Music**

In consultation with the minister, the music chosen needs to reflect the faith of the church and have meaning to you as the mourner.

*Organist:* It is our expectation that our organist will be playing for your service.

*Soloists:* Westminster has professional soloists and they can be available by arrangement with the organist. Please consult the minister if you wish to have a soloist.

## **Scriptures and Reading**

Scripture readings can be a great source of comfort and strength in difficult times, and as a Christian community we believe they need to be heard in this time of worship. We also recognize that there may be other readings that also offer meaning and peace for those who are grieving. Our minister will be able to discuss all possibilities with you and provide helpful guidance.

## **Remembering the Life – The eulogy**

This time of remembering can be done by a friend of the family, a family member or the minister. The eulogy is an important time to help all who have gathered remember with honour the person who has died. It is normally brief (approximately 5 minutes) and serves to spark the memories of those who have gathered. If there is no family member or friend whom you would invite, our minister will seek your help in gathering pertinent information to weave through a meditation.

## **Flowers**

If you are having flowers placed in the church for the funeral, they may be delivered the day of the funeral, up to 90 minutes prior to the service. Please have the florist call the church office to arrange for delivery.

**204-784-1330**

## **Parking**

Street parking is available. The caretaker will arrange for parking in the loading zone for the funeral and family cars. Westminster will apply to the City of Winnipeg to lift the parking restrictions in the immediate area of the church. Bus Stops and no parking zones are not included.

## **Disability Access**

A ramp at the south front entrance provides access for people who are in wheelchairs or who have difficulty with stairs. Once inside the church, a lift will bring them up to sanctuary level. There are two wheelchair accessible washrooms in the entrance lobby.

## **Reception**

Many families choose to provide a reception and an opportunity to connect with family and friends following the service. Our receptions are held in the Lecture Hall, where refreshments(non-alcoholic) and food may be served. A few small tables may also be set up to seat family members or the elderly. *Westminster does not provide catering services, servers for the reception or plates, cups, tablecloths, etc.*, however we can recommend several excellent caterers to you.

You are most welcome to use our coffee urns at no charge.

## Fees and Honoraria

<b>Fees</b>		<b>Honoraria</b>
<b>Minister</b>	<b>\$250</b>	<p><b>Sanctuary</b></p> <p>It is the practice of our church community to have no set fee for the use of the church sanctuary or chapel for a funeral, but leave these decisions to the discretion of the family based upon your own means. If you are wondering about an appropriate gift, a conversation with your funeral home director or our office administrator can provide some helpful guidelines for your consideration.</p>
<b>Organist</b>	<b>\$160</b>	
<i>(if other musicians are used any fees are the family's responsibility)</i>		
<i>Additional rehearsal with organist</i>	<b>\$80</b>	
<b>Soloist</b>	<b>\$80</b>	
<b>Custodian</b>	<b>\$90</b>	
<b>Administration fee</b>	<b>\$50</b>	
<b>Bulletins/colour</b>	<b>\$35 per 100</b>	
<b>Lecture Hall &amp; Library for Reception</b>	<b>\$175</b>	
<i>Prices and fees subject to change</i>		



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