

Introduction

The first few moments after the death of a loved one are tough. The finality of death catches many of us unaware and sometimes unprepared. It is our prayer that this guide will help empower you and your family in preparing the funeral arrangements for your loved one.

We have designed this *Funeral Preparation Guide* to answer many of the basic questions families have when planning a funeral service for their loved ones. Within this guide you will find information about the services New Beginnings United Methodist Church provides for funerals, along with the contact numbers to appropriate staff persons to help you with planning.

Frequently Asked Questions

Who do I call to make funeral or memorial service arrangements?

Call the church office (205-328-3937) to make contact with the pastor. If after office hours, contact (205-578-2415). The pastor will meet with you to discuss arrangements. The pastor will schedule the funeral/memorial service based on his schedule and the church calendar. When making arrangements, please be mindful that no services are scheduled on the following days: Sundays, Good Friday, Holy Saturday, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Day. **No arrangements are to be made without consulting the pastor and the church office.**

Whose funeral or memorial service can be held at New Beginnings UMC?

We are a community of faith, here to serve the needs of our membership and the community. Members, relatives of members, friends of our members and the community at-large may have funeral services at New Beginnings UMC. However, the pastor can exercise discretion in all cases.

Is there a fee for using the church?

Members and their immediate family are not charged a fee. However, persons who do not fit the above criteria may be charged a nominal fee. Special consideration is given to families in financial hardship on a case-by-case basis.

Does the church recommend a funeral home?

No, the church does not have a preferred or recommended funeral home. If you need assistance, we will be glad to direct you to several reputable funeral homes in our area.

Can someone other than the pastor give the eulogy or officiate the service?

The pastor, as shepherd and leader of New Beginnings UMC, is responsible for officiating and giving the eulogy for all funeral services. However, special consideration will be given on a case-by-case basis to allow other clergy to give the eulogy. At the approval and invitation of the pastor, you may include other clergy/lay persons in the service offering prayer, singing solos, or reading scripture.

Will the church provide a musician and/or a choir?

Yes, one of our musicians and a choir can be available for your loved one's service. At the approval of the pastor and Minister of Music, you may include other musicians/soloists for selections.

Is there an expected "Order of Service" for funeral services?

Yes, it is *required* that you meet with the pastor prior to the service to discuss, plan, and finalize the *Order of Service*. The following is a brief outline of the expected *Order of Service*:

- Prelude
- Processional
- Selection
- Old Testament Scripture Reading
- New Testament Scripture Reading
- Prayer
- Acknowledgements
- Selection
- Eulogy (by pastor of New Beginnings)
- Selection
- Recessional
- Postlude

SPECIAL NOTE: At New Beginnings, we consider funeral/memorial services as worship services in the context of the Christian Tradition; therefore, rituals such as, crowning ceremonies, fraternal rites, and other rituals that are not a part of the *United Methodist Book of Worship* are not appropriate for the Order of Service in sanctuary worship. The family may consider these other rituals, rites, and ceremonies at a family hour, wake, or at committal/graveside.

Who is responsible for the Obituary/Program?

The family of the deceased is responsible for printing the obituary/program; however, the pastor must approve the Order of Service, prior to printing. Most funeral homes will assist you with printing the obituary/program.

Does the church use digital media during the worship service?

Yes, the use of the sanctuary screens to display digital photos/videos during funeral/memorial services is available. All digital media must be approved by the pastor and submitted to the Media Team (media32nd@gmail.com) in PowerPoint, images (JPG or PNG), or MP4 formats, no later than 48 hours prior to the funeral/memorial service. If no digital media is provided or the family does not meet the 48-hour deadline, the church logo will be displayed during the funeral/memorial service.

Will the church provide a meal after the service for our family?

Yes, there is a set menu for the meal following all funerals and memorial services at New Beginnings. The church will provide a meal for up to 100 people. Our primary goal is to accommodate the immediate family, because our Fellowship Hall space is limited.

Can we decorate the Sanctuary or Fellowship Hall for the service?

The sanctuary will be set-up for a traditional worship service. Floral arrangements are appropriate decorative expressions for funerals, any other decorations must be approved by the pastor. New Beginnings does not provide floral arrangements, but we are glad to recommend a florist in our area to assist you.

How will the congregation be notified of the death of a church member?

The family may request that the congregation be notified of funeral/memorial service arrangements at New Beginnings via several modes of communications (e.g., pulpit announcement, Calling Post calls/texts, and an electronic newsletter sent via email). You must provide the Media Team (media32nd@gmail.com) with the following information: service day/time, digital picture, or printed obituary no later than 48 hours prior to the funeral/memorial service.

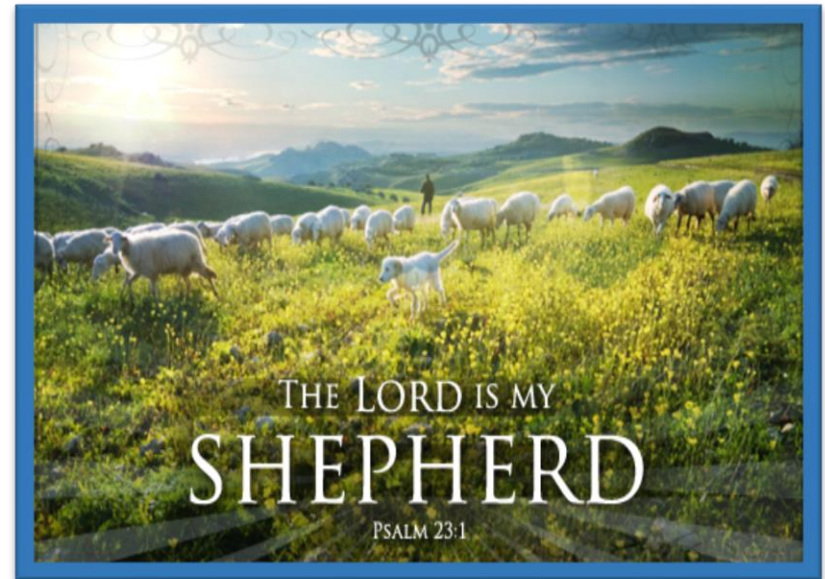
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New Beginnings United Methodist Church

Birmingham, Alabama • A Place of Possibilities and Transformation

Funeral Preparation Guide



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