

# *Funerals of Immanuel Members*

## FUNERAL/MEMORIAL SERVICES

1. Funerals may include congregation singing, instrumental music and/or soloists. You may also choose to have no music. If there are special hymns and Bible passages you would like used during the service, please leave information with Gia or contact the church office, 883-3050.
2. All music not from Lutheran Service Book must be approved by the Director of Music to prevent Copyright infringement. Contact the Church office for Music Director Information.
3. Because your funeral/memorial service is a worship service, the text of all solos and hymns should be appropriate for use in a worship service and consistent with the theology of the Lutheran Church - Missouri Synod. Please allow the pastor to see musical selections before committing to them.
4. Organist will be provided for a fee.
5. Live-streaming is provided for a fee if you wish. The live stream operators are responsible to set up the stream, build the service, and make 2 DVD copies for the family. To contact them, please call the church office, 883-3050, for their phone number.
6. Pre-recorded music can be provided by live stream operator.

### **CHURCH FEES ARE PAID AT TIME OF SERVICE.**

Janitor - \$150, service and luncheon

\$ 75, service or luncheon only

\$ 75, per extra visitation day

Organist or pre-recorded music - \$150

Pastor - Discretion of family

Livestream - \$250 (\$150 Operator/\$100 Social Ministry Fund)

Great Room use for meal up to 150 people - Free for members

## SERVICES NOT USING FUNERAL HOME STAFF

1. Family can bring in their ashes, photos and memorabilia. Church has 2 easels. Also, family takes home what they bring in. The flowers in the front of church also are included in this.
2. If family can greet friends in front of church (space between altar & pulpit), it seems to keep a better flow to get people into church in a timely manner. A table is provided for an urn or picture.
3. Memorials: Church has memorial cards for the church and Christ the King Lutheran School. If memorials go to the family or an outside organization, you will have to supply envelopes. It is the family's responsibility to send out all memorials not coming to the church and school. It is important to keep good record of memorials, especially ones that go to the church and school. Immanuel members get credit on their quarterly reports for memorials. It is suggested to have someone at the visitation fill out memorial cards and keep track of memorials for the family when not using funeral home staff. We will provide a box for memorials, plus a card table and chair.
4. After the memorial, Pastor will lead family out of church. If not going to the cemetery, it works best if the family can go directly to the Great Room and greet people. Again, it helps with keeping the people moving.
5. Once the meal is over, the family is welcome to stay and greet guests. The ladies who serve the meal will clean up. They are not expected to stay while the family is still visiting. If family is the last to leave, please shut off all lights. The janitor will come and lock up.

## FUNERAL LUNCHEON

Immanuel provides a funeral luncheon for members up to 100 people if your family desires one. It is your responsibility to let the funeral director know if this is something your family wants. You will be asked to estimate the number eating and pay for that amount. There are three groups of ladies who volunteer their time to provide this service. One of them will call you to get your information.

You may also wish to have it catered (101-150 people) also held in the Great Room. Family is responsible for getting the caterer.

### BASIC MENU:

ham, scalloped potatoes, meat & cheese trays, salads, pickles,  
baked beans or green bean casserole, bread & butter, desserts,  
coffee/water/lemonade/ milk

### ALSO INCLUDED:

All paper table service, tablecloth, silverware, cups, etc.

### IMMANUEL MEMBERS DONATE:

salads and desserts

### FAMILY RESPONSIBILITY:

\$5 per plate for luncheon.

Checks payable to ILC Funeral Luncheon.

# Funeral Guidelines for Immanuel Members



Immanuel Lutheran Church  
800 E Bay St, Sebawaing, MI  
Rev Michael Boyer  
989-883-3050