

Funeral Policy of the Montauk Community Church

Upon the occasion of a death it is appropriate and helpful to call upon the pastor immediately for prayer and support. If possible, the pastor will be present for the concluding moments of the visitation at the funeral home. It is helpful for the pastor to meet with the family or friends to offer comfort and to plan for an appropriate service.

Funeral or Memorial Service:

A funeral is held three or four days after death in which the body is present. The casket should be closed prior to the beginning of the service. The body is not present at a memorial service, which may be held at any convenient time. In the case of cremation, an urn of ashes may be present. For deceased members of the church, this service is most appropriately held in our sanctuary. Our sanctuary is available to all who desire to gather to comfort each other in our shared memories and to worship God, the creator, redeemer, and sustainer of all. Excessive expenditures as a show of affection are discouraged. Families are encouraged to identify the church and or charity for memorial gifts.

When the service is held at our sanctuary:

Our pastor will officiate at all services held in our sanctuary, when possible. If our pastor is not available, the clerk of session or attending elder will help the family secure the assistance of a neighboring Presbyterian clergy person to officiate. The service should be scheduled with the officiating pastor. Other clergy are welcomed to join in the service in consultation with the officiating pastor. The casket normally is placed at the front of the sanctuary. If an urn, it may be placed on the Lord's Table. Photos and memorabilia may be placed on the counter in the Narthex, with one or two photos on the Lord's Table. The family normally gathers in the Guild Room prior to the service, and then sits in reserved pews in the front of the sanctuary on the pulpit side (left). Pall-bearers normally sit on the lectern side (right).

Receptions in the church:

Receptions may be held in the church. The Guild Room or Fellowship Hall may be made available for this purpose if desired. Discuss any arrangements with the pastor as part of the funeral plans. The event must be catered. The Deacons may provide coffee, but will not be involved in food preparation or serving. Remember that alcoholic beverages are not allowed in the church.

Fee and Honorariums:

Members:

Church Organist fee: \$175

Officiating Pastor: no fee. Suggested honorarium \$150

Use of Sanctuary: Members-no fee, a gift is appreciated

Use of Fellowship Hall-no fee, a gift is appreciated

Non-Member Fees:

Pastor: \$250

Non-members use of Sanctuary: Montauk Residents \$200; Non-Residents \$450

Organist: \$175

Use of Fellowship Hall for Reception: Montauk Residents \$200; Non-Residents \$450