

Funeral Planning Guide



St. Stephen Martyr Lutheran Church
4600 Fulton Dr NW
Canton, OH 44718
330-492-4591
www.wherelives.org

Funeral Planning

At a person's death, the church shares the grief of those who mourn and remembers the brevity of life on earth. At the funeral we give voice to sorrow, thank God for our loved one, and entrust this companion of ours into the hands of God. Trusting in God's promise in baptism that we are claimed by Christ forever, we rest in the sure and certain hope of the resurrection. When the church gathers to mark the end of life, Christ crucified and risen is the witness of worship, the strength of mutual consolation, and the hope of healing.

Evangelical Lutheran Worship, p. 279

Contents	Page(s)
Funeral Director Meeting	3
Suggested Funeral Service	3-5
Suggested Scripture Readings for Christian Funerals	6-8
Music for the Service	9
Service Fees	9
Suggested Hymns for Christian Funerals	10-11
Common Questions During Funeral Planning	12-13
Funeral Meal	13
Funeral Planning Worksheet	14
Additional Information Needed	15-16
Area Funeral Homes	17

What will take place when I meet with the funeral director?

Prior to meeting with the funeral home please contact the church first for verification of funeral date, time and the Pastor's availability. See 'Additional Information Needed' on pages 11-13. The director will meet with the family and establish the wishes of the family and the loved one. You will be asked to bring information such as social security numbers, insurance information, and information on the loved ones date of birth, place of birth, names of parents, siblings, and a list of survivors. You will be asked to consider the number of death certificates. These must be certified copies from the count (Xerox copies are not accepted). These certificates must be presented to the bank, mortgage company, insurance company, social security, and any other institution. We usually recommend a dozen.

Suggested Funeral Service

Family may wish to show a video prior to the service beginning in the Gathering area.

PRELUDE

AT THE ENTRANCE TO THE SANCTUARY

The ministers meet the coffin and the bereaved at the entrance to the sanctuary. The assembly stands and faces them.

GATHERING

Welcome in the name of Jesus, the Savior of the world. We are gathered to worship, to proclaim Christ crucified and risen, to remember before God our sister/brother (name), to give thanks for her/his life, to commend her/him to our merciful redeemer, and to comfort one another in our grief.

THANKSGIVING FOR BAPTISM

A thanksgiving for baptism may follow. As a sign of being clothed with Christ in baptism, a pall may be placed on the coffin by family members, pallbearers, or other assisting ministers. (The family will gather with the casket behind the baptismal font and assist with placing the pall on the casket).

Prayer Litany is offered as pall is draped over the coffin

A procession may form and enter, the ministers leading. A hymn, psalm, or anthem may be sung.

OPENING MUSIC (the family will be encouraged to select a hymn)

The congregation sings the hymn as the casket and family process in.

GREETING

The presiding minister and the assembly greet each other.

The grace of our Lord Jesus Christ, the love of God, and the communion of the Holy Spirit be with you all.

And also with you.

PRAYER OF THE DAY

The presiding minister prays the prayer of the day.

Let us pray. . .

Amen.

The assembly is seated.

MOMENT OF REMEMBRANCE

A public reading of the obituary or other personal story about the individual's life. This can be read by a family member or by the pastor.

Special Music is appropriate at this time or in between readings.

SCRIPTURE READINGS

Two or three scripture readings are proclaimed.

The family should select one or two readings from the list provided. It is also very appropriate to have family members read the texts.

In the face of death, scripture readings and preaching witness to the resurrection and bring God's word of hope and comfort. We proclaim that word also as we sing and profess the Christian faith. Prayers for those who mourn and in thanksgiving for those who have died are followed by the prayer Jesus taught.

GOSPEL

The family will be invited to help selected the Gospel reading in conversation with the pastor.

SERMON

MUSIC

This can be a congregational hymn, a soloist or other special music.

CREED

We have been made God's people through our Baptism into Christ. Living together in trust and hope, we confess our faith.

PRAYERS OF INTERCESSION

Prayers of intercession are prayed. To each petition the assembly responds:

God of mercy,

hear our prayer.

The presiding minister concludes the prayers, and the assembly responds

Amen.

A service with communion continues with the peace. Following the prayer after communion, the service continues with the commendation.

A service without communion continues as follows.

LORD'S PRAYER (Spoken or Sung Solo)

SENDING

COMMENDATION

Into the arms of mercy God receives our loved one, and we go out in the peace of Christ.
The ministers take their places at the coffin. The presiding minister leads the commendation.
Let us commend *name* to the mercy of God, our maker and redeemer.
Silence is kept.

The presiding minister may place her/his hand on the coffin during this prayer.

Let us go forth in peace,
in the name of Christ. Amen.

A procession may form and leave the church, the ministers leading.

RECESSIONAL MUSIC

This can be a congregational hymn, a soloist or other special music.

At this point we will proceed to the cemetery or place of inurnment.

COMMITTAL (AT THE GRAVESIDE)

*From Sundays and Seasons.com. Copyright 2008 Augsburg Fortress. All rights reserved.
Reprinted by permission under Augsburg Fortress Liturgies Annual License #34801.*

Suggested Scripture Readings for Christian Funerals

Old Testament

Job 19:23-27a	For I know that my Redeemer lives
Isaiah 25:6-9	Then the Lord GOD will wipe away the tears from all faces
Isaiah 61:1-3	The Lord has anointed me... to bind up the brokenhearted
*Lamentations 3:22-26, 31-33	He will have compassion according to the abundance of his steadfast love
Daniel 7:1-3, 15-18	The holy ones of the Most High shall receive the kingdom forever
Wisdom of Solomon 3:1-9	The souls of the righteous are in the hand of God

Psalms

+Psalm 23	The Lord is my shepherd
Psalm 34:1-10,22	O taste and see that the Lord is good; happy are those who take refuge in Him
Psalm 42:1-7	Why are you cast down, O my soul, and why are you disquieted within me?
Psalm 46:1-7	God is our refuge and strength, a very present help in trouble.
+Psalm 90	Turn, O LORD! How long? Have compassion on your servants!
Psalm 91:9-16	Under his wings you will find refuge
+Psalm 118	Give thanks to the Lord for he is good, his steadfast love endures forever
Psalm 121	I lift up my eyes to the hills – from where will my help come?
+Psalm 130	My soul waits for the LORD, more than those who watch for the morning
Psalm 139:1-12	O LORD, you have searched me and known me... even the darkness is not dark to you
Psalm 143	Let me hear of your steadfast love in the morning, for in you I put my trust
Psalm 149	Sing to the LORD a new song, his praise in the assembly of the faithful
Ecclesiastes 3:1-2a; or 3:1-8	For everything there is a season, and a time for every matter under heaven.

**appropriate for the burial of a child*

+appropriate for the graveside or graveside procession

Suggested Scripture Readings for Christian Funerals

New Testament Letters

Romans 1:16	I am not ashamed of the gospel; it is the power of God for salvation
Romans 5:1-11	Reconciled to God by Christ's death
Romans 5:17-21	Through Adam came sin and through Christ comes justification
Romans 8	The law of the Spirit of life in Christ Jesus has set you free from the law of sin and of death
Romans 8:31-35, 37-39	Nothing can separate us from the love of God in Christ Jesus our Lord
Romans 9	It depends not on human will or exertion, but on God who shows mercy
Romans 14:7-9	None of us lives to ourselves....
1 Corinthians 15:12-26	Christ has been raised, the first fruits of those who have died
1 Corinthians 15:51-57 or 55-58	Death has been swallowed up in victory. Where, O death, is your victory? Where, O death, is your sting?
2 Corinthians 4:16-18	Living by faith
Ephesians 1:11-23	God put this power to work in Christ when he raised him from the dead and seated him at his right hand in the heavenly places
Philippians 3:20-21	Christ will transform the body of our humiliation that it may be conformed to the body of his glory
1 Thessalonians 4:13-18	For since we believe that Jesus died and rose again, even so, through Jesus, God will bring with him those who have died.
2 Timothy 4:6-7	I have fought the good fight, I have finished the race, I have kept the faith
Hebrews 13:6-8	Jesus Christ is the same yesterday, today, and forever
Hebrews 13:14-16	We are looking for the city that is to come
1 Peter 1:3-9	New birth into a living hope through the resurrection
*1 John 3:1-3	We are God's children
Revelation 7:9-17	The multitudes of heaven worship the Lamb
+Revelation 14:13	Blessed are the dead who from now on die in the Lord
Revelation 21:2-5a or 21:1-7	A new heaven and a new earth

**appropriate for the burial of a child*

+appropriate for the graveside or graveside procession

Suggested Scripture Readings for Christian Funerals

Gospel Readings

Matthew 5:1-12

*Matthew 11:25-30

Matthew 24:1-13

Luke 6:20-31

Luke 12:35-40

Luke 23:39-43

John 3:16

John 5:24-29

*John 6:37-40

John 10:1-5

John 11:21-27

John 11:32-44

John 12:23-36

John 14:1-6

Matthew 28, Mark 16, Luke 24,
and John 20

Blessed are the poor in spirit

Come to me, all you that are weary and are carrying heavy burdens, and I will give you rest

The one who endures to the end will be saved

Jesus speaks blessings and woes

Blessed are those slaves whom the master finds alert when he comes; truly I tell you, he will fasten his belt and have them sit down to eat

Today you will be with me in paradise

For God so loved the world that he gave his only Son

The hour is coming, and is now here, when the dead will hear the voice of the Son of God, and those who hear will live

All who see the Son and believe in him may have eternal life; and I will raise them up on the last day

Jesus the Good Shepherd

The raising of Lazarus: I am the resurrection and the life

The raising of Lazarus

Unless a grain of wheat falls into the earth and dies, it remains just a single grain; but if it dies, it bears much fruit

In my Father's house there are many dwelling places.

Christ the way, the truth, and life

The Resurrection of Jesus

**appropriate for the burial of a child*

+appropriate for the graveside or graveside procession

Music for the Service

Prelude Music

The prelude music helps to prepare mourners for the service to follow. Music with special meaning to the deceased or family members may be selected; consider preludes on favorite hymn tunes. The St. Stephen Martyr Lutheran church Worship Director is available to provide guidance in musical selection.

Hymns

Procession into the church

A hymn of comfort, baptismal remembrance, or resurrection hope is appropriate.

Hymn following the sermon

A hymn that carries forth the images of the readings and sermon or is reflective of the life of faith of the deceased is appropriate.

Recession out of the church

A final hymn may be sung as the coffin is carried from the church, usually one of resurrection hope. It is appropriate for the recession to simply be accompanied by an instrumental musical selection.

Fees

Soloists - it is appropriate for special music to be provided by soloists or other instrumentalists. Fees will be determined by the musician and paid directly to the musician.

Organist (\$150 paid directly to the organist.)

Sound & Video Fee (If utilized \$50, paid directly to the technician.)

Pastor Honorarium (suggested \$200 - \$300 paid directly to the Pastor)

Suggested Hymns for Christian Funerals

	LBW	ELW	WOV
All of us go down to the dust ...		223	
Alleluia! Jesus is risen!.....		377	674
Amazing grace		448	779
Beautiful Savior	518	838	
Blessed assurance		638	699
Blessing, honor, and glory.....---	433		
Borning cry.....		732	770
Children of the heavenly Father	474	781	
Come away to the skies		669	
For all the saints.....	174	422	
Guide me ever, great Redeemer.	343	618	
He leadeth me; O blessed thought!		501	
How great thou art.....		532	856
I am the Bread of life.....	485	702	
I know of a sleep in Jesus' name.	342		
I know that my Redeemer lives!	352	619	
I want to walk...child of the light		815	649
In peace and joy I now depart	440		
In the morning when I rise.....		770	777
Into paradise may the angels lead you--	222		
Jerusalem, my happy home	331	628	
Jesus Christ, my sure defense	340	621	
Jesus lives! The victory's won!....	133		
Jesus shall reign	530	434	
Jesus, remember me		616	740
Jesus, still lead on	341	624	
Let us ever walk with Jesus.....		487	802
Lo! He comes with clouds descending--	435		
Lord of all hopefulness.....	469	765	
My faith looks up to thee.....	479	759	
My Lord, what a morning.....	438	627	
O blessed spring	447	695	
O Christ the same		760	778
O God, our help in ages past	320	632	
O God, whose will is life and good	435		
O Holy Spirit, enter in.....	459	786	
O Lord, now let your servant	339	313	
O sacred head, now wounded...	116,117	351,352	
Oh, happy day when we shall stand	351	441	
Oh, what their joy.....	337		
On eagle's wings.....		787	779
On Jordan's stormy bank I stand---	437		

Suggested Hymns for Christian Funerals

	LBW	ELW	WOV
Precious Lord, take my hand.....		773	731
Shall we gather at the river	423	690	
Sing with all the saints in glory ..	426	691	
Soon and very soon.....	439	744	
The King of love my shepherd is	456	502	
The Lord's my shepherd (Ps 23).	451	778	
Thine is the glory.....	145	376	
Thine the amen, thine the praise		826	801
This joyful Eastertide	391	676	
Thy holy wings		613	741
Wake, awake, for night is flying.	31	436	
We are the Lord's	399		
We walk by faith and not by sight		635	675
We were baptized in Christ Jesus	451	698	
We who dwell in the shelter of the Lord		779	
What wondrous love is this	385	666	
Who is this host arrayed in white	314	425	

Solo Favorites

Psalm settings, especially of Psalm 23, 121, 42:1-7; 46:1-7, 143
 Shepherd Me, O God; Marty Haugen (Ps 23)
 Day by day
 On Eagle's Wings; Michael Joncas
 Lord, now you let your servant depart in peace
 Lord's Prayer
 Softly and tenderly Jesus is calling

Lutheran Book of Worship, Evangelical Lutheran Worship and With One Voice.

Common Questions During Funeral Planning

What do we do when a doctor or nurse tells us our family member is near death?

When death draws near, contact the pastor that they may extend the ministry of the church.

What do we do when our family member dies?

When death comes, contact the church immediately. So that we may best assist you during this difficult time, we ask that you contact the church before arrangements are made with a funeral home. We can then assist you with scheduling service times and coordinating with the funeral home.

Who do we have to talk to in order to set a funeral date?

The church will schedule the funeral in consultation with the building and pastors' calendars. Speak with the church office before confirming a time or date with a funeral director.

Should the body or ashes be present at the funeral?

The presence of the body or cremated remains is always encouraged. The church honors the body that was the temple of the Holy Spirit and insists that the body be treated with reverence. The service may be used as a Memorial service following interment or when the body has been destroyed in an accident or natural catastrophe.

A visitation may be held in the church narthex or the back of the sanctuary immediately before the funeral. During the visitation, the coffin may be left open. It may remain open in the narthex as guests arrive for the service. Shortly before the service begins the family makes their last visit to the coffin. While they are preparing for the service with the pastor, funeral home staff members close the coffin and prepare it for the service. The coffin remains closed for the service and is not opened again. A white pall will be placed over the coffin to recall the white robe given in Baptism, the robe of Christ's righteousness.

What about Holy Communion?

Holy Communion is a tremendous gift of grace that is a foretaste of the feast that we will one day enjoy together in the presence of God and of one another. The celebration of Holy Communion may be included during the funeral service.

How can family members participate in the service?

Family members or friends are always encouraged to participate in the service as scripture readers, communion assistants, musicians, pallbearers, etc. Family and friends may also wish to offer a remembrance or tribute. We recommend no more than three remembrances and ask that thoughts be written down in advance. Each tribute should be kept to three minutes. Spontaneous comments are not recommended.

What about a video tribute?

Families may wish to create a video tribute to show prior to or during the service. St. Stephen Martyr Lutheran has audio/visual technology that can facilitate this meaningful remembrance in our Gathering/Narthex or the Family Life Center. Please inform us as soon as possible if you would like to use our A/V system for this purpose.

Memorial service details

If a memorial service is planned (no body present), many times people think it is not necessary to have someone from the funeral home at the church to coordinate. But it is very helpful to church staff to have someone from the funeral home in attendance who can attend any cremated remains if they are present, arrange flowers, set up the guest book, worship bulletins, and memorial envelopes, serve as ushers, and tend to any details of which the family may be unaware.

In the absence of a body, furniture is arranged near the chancel to hold an urn and/or a picture of the deceased, along with an arrangement of flowers. A symbol of the faith of the deceased may also be provided – a well-worn Bible for example.

Military honors

Military honors occur outside the church, after the recession; or at the graveside after the benediction.

Memorials

Many families choose to designate preferences for memorial gifts. You may wish to designate memorials to St. Stephen Martyr Lutheran Church.

Bulletins

Bulletins outlining the service and containing information about the deceased will be made available at no cost.

Flowers

After the funeral, all flowers, potted plants or floral sprays may be taken to the grave site or taken by family members by prior arrangement.

Funeral Meal

What about lunch or a reception following the service?

Funeral Meals allow for gathering for mutual conversation and consolation we hold one another up in faith. St. Stephen has two spaces available to be utilized for meals. If the expectation is that 50 or fewer will be present, the Holy Grounds Café offers a warm intimate space for gathering. If more than 50 guests are expected, the Family Life Center can be utilized. The meal will include ham, scallop potatoes, green beans, a vegetarian option and rolls. Dessert will be provided. (The cost is \$3.00 per person – based on expected attendance.) The family is encouraged to take home what is left.

If preferred, a coffee, tea and dessert reception can be offered instead of a full meal. This can take place in either the Café or The Gathering Area. Coffee/Tea will be made available when there is a visitation at St. Stephen. Iced Tea and Lemonade will be made available upon request. Cost is \$50.

Funeral Planning Worksheet

Type of Worship Service

_____ Funeral with casket/urn present _____ Memorial service without remains

_____ Graveside service only

Date: _____ Time: _____ Cemetery: _____

Visitation: (time & location) _____

Funeral home: _____

Bible Readings: _____

Hymns: Procession: _____

Hymn of the Day: _____

Recession: _____

Special Music/Song: _____ Vocalist/Instrumentalist: _____

Printed Bulletin _____ Obituary _____ Photograph _____

Holy Communion _____ Yes _____ No Video Tribute _____ Yes _____ No

Remembrances & Tributes:

Name & Relationship: _____

Name & Relationship: _____

Name & Relationship: _____

Memorials

_____ St. Stephen Martyr Lutheran Church Memorial Fund

Other: _____

Meal

_____ Coffee & cookies only

_____ Dinner (ham, scallop potatoes, green beans, bread, salad, and a vegetarian dish)

_____ Estimated number of attendees (*\$3 per person for dinner*)

_____ None

Additional Notes:

Additional Information Needed

The following personal information should be gathered as soon as possible and will be helpful for the church, the funeral home, and any others who will be assisting with the deceased funeral

Deceased full legal name (include nick names in parenthesis):

Birth date (include city and state in which the person was born): _____

Death Date: _____

Home Address: _____

Family Names (always indicate if someone is deceased): _____

The names of the parents of the deceased: _____

If deceased was married, what was the date of the marriage and where was the marriage (city & state)

Spouses name: _____

Names of all children (include names of spouses):

Names of Grandchildren (including great grandchildren etc., if any):

Names of Siblings:

Church Membership:

Name of the congregation:

Location:

Is the family requesting a specific Memorial Fund? Yes____ No____

If yes, indicate the name of the organization and its address information _____

Funeral/Memorial Service: Will the body be cremated: Yes____ No____

Name of Funeral Home: _____

Location of Funeral Home: _____

Contact information Name of Funeral Director: _____

Phone Number: _____

Email Address: _____

Time of Visitation (if offered): _____

Time of the funeral: _____

Date of Funeral: _____

Name of Pall Bearers (normally there should be six): _____

Will there be a graveside service? Yes____ No____

Will there be a reception following the service? Yes____ No ____ Location _____

If the reception is to be held at St. Stephen, we will need to know if a meal is desired or just cake and coffee. If a meal is to be offered, then the family will need to determine how many people the Care Team can expect for the dinner.

Area Funeral Homes

Heitger Funeral Service

5850 Wales Ave. NW
Massillon, OH 44646
330-830-0148
www.heitger.com

Paquelet-Arnold

1100 Wales Rd. NE
Massillon, OH 44646
330-833-3222
www.paquelet.com

Karlo-Libby

5000 Everhard Rd. NW
Canton, OH 44718
330-494-9644
www.dignitymemorial.com

Reed

801 Pittsburg Ave. NW
North Canton, OH 44720
330-477-6721
www.reedfuneralhome.com

Kreighbaum-Sanders

4041 Cleveland Ave. SW
Canton, OH 44707
330-484-2525
www.sandersfuneralhomes.com

Rossi

730 30th St. NW
Canton, OH 44709
330-492-5830
www.fossifuneralhomeinc.com

Lamiell

1353 Cleveland Ave. NW
Canton, OH 44703
330-456-7375
www.lamiellfuneralhome.com

Spiker-Foster-Shriver

4817 Cleveland Ave. NW
Canton, OH 44709
330-455-0349
www.shriverfuneralhomes.com