



IN MEMORIAM

A Guide For Funerals

Preface

Christians recognize with all people the inevitability of death, but Christians affirm that “neither death, nor life...nor anything else in all creation, will be able to separate us from the love of God in Christ our Lord” (Romans 8:38-39).

Yet trust in the love and power of God does not eliminate the grief that accompanies a loved one’s death. Recognizing that it is often difficult to plan wisely under emotional stress, we encourage our members to discuss and plan the arrangements in advance that will be necessary at the time of death. Without such planning, surviving members of the family may have to make decisions at a time when they are shocked and confused.

When preparations are made and discussed with others, survivors are relieved of difficult questions as to knowing that they are doing what the deceased would have wanted. Planning ahead also means that the arrangements and service will express the comfort and hope of the Christian faith fully and without compromise. This guide is intended to assist you in such preparation. The pastors are more than willing to discuss these matters with any who wish to do so.

An Affirmation of Faith

Death often seems to prove that life is not worth living, that our best efforts and deepest affections go for nothing.

We do not yet see the end of death.

But Christ has been raised from the dead, transformed and yet the same person.

In his resurrection is the promise of ours.

We are convinced the life God wills for each of us is stronger than the death that destroys us.

The glory of that life exceeds our imagination, but we know we shall be with Christ.

So, we treat death as a broken power.

Its ultimate defeat is certain.

In the face of death, we grieve.

Yet in hope we celebrate life.

No life ends so tragically that its meaning and value are destroyed.

Nothing, not even death, can separate us from the love of God in Jesus Christ our Lord. (From A Declaration of Faith)

Guidance for My Family Upon the Occasion of my Death

Name _____

I would like to have the following relative/friend oversee the arrangements at the time of my death:

First Choice

Address _____

Telephone _____

Second Choice

Address _____

Telephone _____

My preference (if any) for a funeral director:

() I have arranged for the gift of my body to a medical school through the anatomical gift association of Illinois.

() I have arranged for the gift of certain organs through Donate Life Illinois.

() I prefer immediate cremation, with the remains disposed of as follows

() I prefer burial in a modest casket in the following cemetery:

() I prefer other arrangements as follows:

I wish to have a memorial service at:

I wish to have the following minister(s) officiate:

In lieu of flowers, I request that memorial gifts be made to:

This information may be required on a death certificate:

Date of birth: _____

Place of birth: _____

Citizenship: _____

Full name of spouse: _____

Father's full name: _____

Mother's full name: _____

Social Security Number: _____

Veteran (yes() no Serial Number: _____

Date: _____

Signature: _____

Retain the original of this document, informing at least two members of your family or close friends where it is kept. One copy should be given to Knox Presbyterian Church and another copy to the funeral director if one has been named. If you need further information or assistance, please contact one of the pastors.

Suggested Outline for a Funeral or Memorial Service

WORDS OF WELCOME/ SENTENCES OF SCRIPTURE

PRAYER

SONG (CONGREGATIONAL OR SPECIAL MUSIC)

OLD TESTAMENT READINGS

FAMILY SHARING

NEW TESTAMENT READINGS

MEDITATION (PASTOR)

PRAYERS

THE LORD'S PRAYER

SONG (CONGREGATIONAL OR SPECIAL MUSIC)

COMMITTAL

BLESSING

Not everyone will wish to include all the elements listed here. The use of hymns, for instance, will depend somewhat on the number of people expected for the service.

Suggestions for Scripture

Old Testament

Job 19:23-27 - I know that my redeemer lives

Ecclesiastes 3:1-15 - For everything there is a season

Isaiah 40:1-11 - Comfort my people

Isaiah 40:28 31 - Those who wait for the Lord shall renew their strength

Isaiah 65:17-25 - I create a new heaven and a new earth

Psalms

Psalms 23 - The Lord is my shepherd

Psalms 46:1-5, 10-11 - A very present help in trouble

Psalms 90: 1-10, 12 - Teach us to number our days

Psalms 103 - Bless the Lord, O my soul

Psalms 121 - I lift up my eyes to the hills

Psalms 130 - Out of the depths I cry to the Lord

Psalms 139:1-12 - Whither shall I go from thy Spirit?

Epistles

Romans 8 - What then are we to say about these things? If God is for us, who is against us.

I Corinthians 15 - "Death has been swallowed up in victory?" "Where, O death, is your victory? Where, O death, is your sting?"

2 Thessalonians 4:13-18 - But we do not want you to be uninformed, brothers and sisters, about those who have died, so that you may not grieve as others do who have no hope.

Revelation 21:1-4, 22-25; 22:3-5 - Then I saw a new heaven and a new earth: for the first heaven and the first earth had passed away...

Gospels

Matthew 18:1-5, 10 - The greatest in the kingdom of heaven

Mark 10:13-16 - Let the little children come to me

Luke 23:33, 39-43 – Today you will be with me in paradise

John 11 - Jesus said to her, "I am the resurrection and the life. Those who believe in me, even though they die, will live, and everyone who lives and believes in me will never die."

John 14:1-6, 25-27 - Let not your hearts not be troubled. Believe in God, believe also in me.

Organ Pieces

Abide With Me by Henry F. Lyte and William H. Monk
All Through The Night by Walter Maynard
Amazing Grace by Edrin O. Excell
Amazing Grace(My Chains Are Gone) by Chris Tomlin
Arioso by J.S. Bach
Army Air Corps Song by Robert Crawford
Armed Forces Service Songs
Ashokan Farewell by Jay Unger
As The Deer by Martin Nystrom
Ave Marie/Prelude in C Major by J.S. Bach and Charles Gounod
Ave Marie by Franz Schubert
Canon in D by Johann Pachelbel
Come Home Running by Chris Tomlin
Come Just As You Are by Joseph Sabolick
Edelweiss by Oscar Hammerstein II and Richard Rodgers
The Gift Of Love by Hal Hopson
Go Ye Now In Peace by Joyce Elaine Eilers
Great Is Thy Faithfulness by William Marion Runyan
Hallelujah by Leonard Cohan
He Knows My Name by Tommy Walker
Here I Am Lord by Daviel L. Schutte
Highland Cathedral by Ulrich Roeber and Michael Korb
His Eye Is On The Sparrow by Charles H. Gabriel
Homeward Bound by Marta Keen
How Can I Keep From Singing by Robert Lowery
How Great Thou Art by Stuard K. Hine
I'll Be Seeing You by Kahal and Fain
I'll Fly Away by Albert E. Brumley
I Know Who Holds Tomorrow by Ira Stanphill
In The Garden by C. Austin Miles
It Is Well With My Soul by Philip P. Bliss
I Was There To Hear Your Borne Cry by John Ylvisaker
Jesu, Joy Of Man's Desiring by J.S. Bach

Jesus Messiah by Chjris Tomlin
Largo from *New World Symphony* by Antonin Dvorak
Let There Be Peace On Earth by Sy Miller and Jill Jackson
No Other Love(*Etude Op. 10 No. 3*) by Frederic Chopin
On Eagles Wings by Michael Joncas
Panis Angelicus(O Lord Most Holy) by CesarFranck
The Potter's Hand by Darlene Zschech
The Prayer by Carole Bayer Sager and David Foster
A Shield About Me by Donn Thomas and Charles Williams
Solemn Melody by Henry Wlford Davies
There'll Be Peace In The Valley For Me by Thomas A. Dorsey
The Wind Beneath My Wings by Larry Henley and Jeff Silbar
You'll Never Walk Alone by Oscar Hammerstein II and Richard Rodgers
You Raise Me Up by Brendan Graham and Rolf Lovland

Solos

"I know that my redeemer liveth," G.F. Handel, from "Messiah"
"The Lord is My Shepherd," (Psalm 23), Gordon Jacobs
"Jesus, Shepherd, Be Thou Near Me," J.S. Bach
"On Eagle's Wings," Michael Joncas
"Amazing Grace"
"How Great Thou Art"
"The Lord's Prayer" by Malotte
"By the Waters of Babylon" by Dvorak
"How Can I Keep from Singing"
"Ave Maria" by Schubert
Hymns of choice can be arranged to be a vocal solo

Organ Music

Bach, J.S.

Air from the "Suite in D" Jesu, Joy of
Man's Desiring

Sheep May Safely Graze Arioso
Now Thank We All Our God, arr. Virgil Fox

Diemer, Emma Lou

Just As I Am

I Need Thee Every Hour I Love to Tell the
Story

Brahms, Johannes

Selections from Eleven Chorale Preludes

Peeters, Flor

Aria

Vaughan Williams, Ralph

Rhosymedre

Widor, Charles-Marie

Toccata from the 5th Organ Symphony

Barber, Samuel

Adagio for Strings

Manz, Paul

Aria

Crowle, William

Prelude–Fantasy on "Ein Feste Burg"

*Debussy, Claude

Claire de Lune

*Chopin, Frederick

Nocturne in E flat

*Beethoven, Ludwig

Pathetique Sonata 2nd Movement

Moonlight Sonata 1st Movement

*Schumann, Robert

Romanze in F sharp Major Traumerai

Sonata in G minor 2nd Movement

*Grieg, Edvard

Sonata in E minor 2nd Movement

*Brahms, Johannes

Intermezzo in A Major

*Piano prelude music

Practical Considerations

A Christian need not fear death since, in the words of Paul, death has lost its “sting.” However, the sometimes-painful business of dying can be a fearful thing. What means are there for assuring that life-sustaining procedures will not be initiated—when such procedures would only prolong suffering?

Creating a Living Will can be important in expressing one’s wishes about medical or surgical intervention. Your physician, as well as members of your immediate family, should be given a copy. This important document should be prepared with the advice of an attorney and notarized, if feasible.

Has a will been prepared?

The reason for having a will or trust is a simple one: it enables us to be the decision-maker about that which we leave behind. Persons and institutions, such as the church, will receive that which we desire for them only through a will or trust.

Must a will be kept in a safe deposit box?

It is a common practice to leave your will in safekeeping with the attorney who drew it up. In such cases, the attorney should provide a copy for you to keep in some convenient place—not a safe deposit box—for ready reference. In the event of death, access to a safe deposit box—other than one rented by husband and wife—is limited by the inheritance tax law.

When death occurs, who are the appropriate persons to be called initially?

One of your pastors, who will provide support and guidance, can be reached through the church’s telephone number.

What services are supplied by the funeral director?

As many or as few as a family wish. In addition to various matters having to do with the transportation and disposition of the body, the director will provide the family with copies of the death certificate, the use of the funeral home, rental of cars, the placing of death notices in local newspapers, and support during the memorial or funeral service and interment.

The funeral director will also need certain information:

Vital statistics of the deceased, full name, date and place of birth, parents’ full names, names of survivors, Social Security number, location of cemetery plot (if relevant) and discharge papers in the case of a veteran of the armed forces.

Is it possible to make funeral arrangements before one's death?

Yes. Pre-planning with your pastor and/or a funeral director of one's choice is now quite common. In many cases, one may even pre-pay all the costs of the services desired.

What information is contained in the death notice?

The name of the deceased, age, date of death, names of survivors, date, time and place of religious service and designation of memorial gifts (if any).

What information is contained in an obituary?

It contains more biographical information than a death notice. For help in writing an obituary, go to Legacy.com—How to Write an Obituary. In addition to area wide newspapers, local newspapers are a way to notify friends of plans that have been made by the family. A call to the paper of your choice will provide you with costs, deadlines, and methods of submitting an obituary.

What about memorial gifts?

Many families request that in lieu of flowers friends contribute to Knox Presbyterian Church or to a favorite charity of the deceased. In the case of the former, such gifts are normally assigned to the Knox Presbyterian Church Memorial Fund.

What about an autopsy?

Presbyterian doctrine would support an autopsy if it leads to the advancement of medical knowledge or peace of mind for the family.

What procedures are followed in donating one's body (or certain body parts) for transplant purposes?

At the time of death, the body must still be connected to life support in order to donate organs for transplant. The attending physician can be of help to the family with this procedure. Donate Life Illinois has more information on its website.

What procedure is followed in donating one's body to a medical school?

Prior arrangements must be made through the Anatomical Gift Association of Illinois. Its website has all the necessary forms and steps to follow to donate a body for educational use.

What choices are there in the disposition of a body?

Apart from donating it for medical purposes, there are two choices: 1) body burial (or entombment in a mausoleum) and 2) cremation. Once this decision has been made, the funeral director will make all arrangements.

Does state law require that a body be embalmed?

No. It is not necessary in the case of cremation or immediate burial. If the family wishes a visitation with the casket present or an open casket, embalming may be required. A funeral director can give the family guidance on this.

In the case of cremation, must a casket be purchased?

No, the body can be transported to the crematory in a pine box or other simple container.

What about viewing the body?

Often it is helpful for members of the family to view the body at least once to assist in the process of accepting the fact that death has occurred.

What happens to the cremated remains?

The urn containing them may be placed in a niche in a columbarium/mausoleum of a local cemetery or buried in the family plot of a cemetery.

What resources are there for coping with grief?

Members of the pastoral staff are available to counsel family and friends in times of death. The church library has many books dealing with grief. Stephen ministers are available to counsel the family.

Religious Services

“The service on the occasion of death ordinarily should be held in the usual place of worship in order to join this service to the community’s continuing life and witness to the resurrection. The service shall be under the direction of the pastor. Others may be invited to participate as leaders in the service at the discretion of the pastor.”

— Book of Order

Timing

In most cases, a service takes place within a few days of the death. The main service may precede or follow a brief committal service at the burial site. Typically, the committal service is attended by members of the family and close friends.

Location

Knox Presbyterian Church sanctuary seats 572 and the chapel seats 30 comfortably.

Content of Service

The service is planned by the pastor in consultation with the family. The purpose is to provide comfort and strength to mourners, to give thanks to God for the life of the deceased, and above all, to bear witness to the hope of Christian faith. It is appropriate for hymns and other sacred music to be part of the service. Music should serve to direct the attention of those attending to the presence and power of God and enable worshipers to voice their confidence in God’s sovereign love. A list of suggested hymns is included in this booklet. Scripture should be read, and prayers offered. A homily may be preached, and words of appreciation may be spoken by the pastor, family members, friends, or colleagues. No PowerPoint presentations will be accepted. You may provide a thumb drive with photos for viewing before and/or after the service.

Reception

If the family desires a reception before or after the service, the pastor will notify the Pastoral Assistant and/or Deacons. Knox Deacons are delighted to provide hospitality and coffee, tea and cookies for families who are grieving the loss of loved ones free of charge. If the family wants a luncheon, the family pays for and provides the food, and the Deacons will put out and serve the food.

Flowers

Flowers add color and beauty to the service, reminding worshipers of the goodness of God's creation. Depending on the family's wishes, a florist may be directed to prepare flowers for the service.

Livestream: Knox currently is unable to provide a livestream service. After the service there will be a link provided to view the service.

Parking: Parking is available on the church campus, in the shopping center lot and on the streets in the neighborhood.

Fees For Memorial Services

Costs

Knox Presbyterian Church intends that the costs for a memorial service on its premises be only for what is necessary. Charges would cover custodial services, the organist/soloist fees (if music is a part of the service), and a reception if desired. Exact details are available from the church office or the officiating pastor. Checks should be made payable to the individuals and given to the funeral director, Knox Deacon, or Pastoral Assistant.

Pastor: \$200

Pastor will meet with family members to listen to the family history and other details to include in Meditation.

Media Tech: \$150

The media tech will be notified of the service to check availability.

Custodian: \$75/hour

Organists/Pianist: \$200.00

The church organist will be notified of the service to check availability.

Soloist: \$150 (minimum)

If the family requests a soloist, contact Anna Board to check her availability.

Optional Service

If the family requests the chancel choir, please check with Anna Board, Director of Worship, Music & Arts. A gift to the music fund at the discretion of the family is appreciated.



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