

Funeral Handbook

Sunnybrook Community Church



Contact Information

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Christian Funerals

The death of a loved one is often a difficult time in the life of family and friends. Sometimes the loss is expected and anticipated, giving families time to say their “goodbyes” and to at least mentally plan for the final arrangements. Other times, it is totally unexpected and grief-stricken families can feel pressure to make timely decisions. We have prepared this booklet and these guidelines to help with decisions and to assist you during these difficult days.

Sunnybrook Community Church desires to celebrate your loved one’s life while looking to God for comfort and hope.

God loves you; He sees your hurt and pain. Sunnybrook wants to serve as the hands and feet of Jesus Christ as we help you walk through this valley of sadness and grief.

You do not have to be a member of Sunnybrook Community Church to have a funeral service conducted by Sunnybrook—either on or off site.

Roles

Funeral Coordinator

Sunnybrook's Funeral Coordinator assists with the details of the service when held at Sunnybrook. Coordinator duties include, but are not limited to:

- Working with the family to coordinate lobby setup/ reception/luncheon. It is the responsibility of the family to arrange food with the caterer, including menu, delivery, and a plan for leftover food.
 - Being present for services hosted at Sunnybrook.
 - Securing volunteers as needed.
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Officiant

Funeral/Memorial services are conducted by a Sunnybrook officiant. The officiant will meet with the family prior to the funeral/memorial service to offer comfort and to help the family in planning for the funeral service(s) of their loved one. He/she will approve the musical selections, conduct the service(s) and deliver the message.

If there is a family member or friend who is an ordained Pastor in another Christian church that the family would like to officiate the service(s), prior approval from Sunnybrook is necessary.

Sample of Order of Worship

- » Processional (optional)
- » Opening Scripture & Statement of Purpose
- » Prayer
- » Music (optional)
- » Scripture
- » Message
- » Music (optional)
- » Prayer
- » Benediction
- » Recessional (optional)

Sunnybrook Community Church Fees

Sunnybrook Officiant

- conducting funeral.....\$200
- conducting graveside.....\$50
- for services other than the day of the funeral.....\$100
- mileage for out of town servies.....(current IRS rate)
- additional fees may apply if more than 20 minute drive

Sunnybrook Musicians (per person).....\$75

- each additional song.....\$25

On Site Funerals:

Funeral Coordinator.....\$100

- visitation.....\$75
- meal.....\$75

Technical Support.....\$150

- streaming/recording.....\$100
- support/services other than the day of the funeral.....\$50

Custodial.....\$100

- meal.....\$100

Videos, electronic pictures, and/or music selections must be provided in a timely way to allow staff time to ensure their inclusion in the service(s). Please inquire for deadlines if you plan to include these in the service.

Fees can be paid to the funeral home who will then be responsible for making payment to Sunnybrook. If a funeral home is not being used, fees can be paid directly to Sunnybrook.

MISCELLANEOUS

Flowers: The family is responsible for the distribution of all floral arrangements, potted plants, and memorabilia after the service on the same day. If interested, the Coordinator can contact Sweet Like Honey for any live flowers that the family wishes to donate. Sweet Like Honey is a charitable organization that repurposes fresh floral arrangements into bouquets to a variety of healthcare & nursing home settings as well as individuals who may often be alone or may benefit from inspiration.

Post Funeral Support

Bereaved Mothers Group – A monthly gathering for mothers who have experienced the death of a child of any age, offering support and community.

Grief Counseling – Individual support is available to help you walk through your grief.

GriefShare – A 13-week support group for those grieving the death of a loved one. Connect with others who understand and gain helpful tools for your healing journey.

GriefShare – Loss of a Spouse – A two-hour seminar offering practical guidance and encouragement for those grieving the loss of a spouse, held three times a year.

GriefShare – Surviving the Holidays – A two-hour seminar each November to help navigate grief during the holiday season.

Grief Support for Teens – A safe space for teens (12–17) to process grief, share their stories, and find hope through faith.

Suicide Grief Support – A safe, understanding group for those grieving a death by suicide, offering connection and support.

Widows Walking Together – A twice-monthly group for women to connect, support one another, and navigate life after the death of one's husband.

Widows with Kids – A group for women raising children, following the death of one's husband.

For additional information on any of the support opportunities listed above, please contact the church office.



SUNNYBROOK
community church

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