
THE AMERICAN PROTESTANT CHURCH OF THE HAGUE (APCH) FUNERAL POLICY

Christians believe that God in Christ has conquered death and that though we recognize the inevitability of death, in our faith we affirm that death cannot separate us from the love of God who promises us a new existence in His eternity. The funeral service is a worship service that testifies to the hope of the resurrection. It is a means of bringing comfort to the hearts of those who mourn, through Scripture reading, preaching of the Word, prayer, song, and the expression of grief.

Notification of Death and Planning

If a death occurs among members of APCH, one of the Pastors should be notified immediately. The Pastors will encourage the use of the Church's facilities for an appropriate worship service.¹ One of the Pastors will also provide pastoral care for family members throughout the planning of the funeral.

The *Office Manager* should also be notified. The Office Manager will notify:

- The Director of Choral & Organ Music, if an organist or the choir is required for the ceremony
- The Security Team leader
- The Head Usher, who will be asked to make the necessary arrangements to prepare the Sanctuary for the service
- Members and attendees of APCH shall be notified of the service by special email announcement

The *Office Manager* should be informed which funeral home will be used.

The *Funeral Director* can contact the office manager to be informed as to the details of the funeral service at the church. The Office Manager will inform the family about the fee/ honoraria involved.

Service

The Pastor will set the date and time of the funeral in consultation with the family. Funeral services are not held on Sundays or religious holidays.

A service held for an APCH member shall be open to the APCH congregation. The Pastor will discuss with the family those elements of the service that may reflect the wishes of the deceased, as expressed on the Funeral Details Form. An APCH Pastor(s) will ordinarily conduct the service in its entirety.

The casket will remain closed during the service so that attention remains on the worship of God. Only closed urns may be brought into the sanctuary.

On request, the Office Manager will prepare and print worship guides for the service, and the service may be recorded and/or livestreamed. Photographs may be taken only before and after the service.

¹ If a church service is desired at APCH, the Pastor's schedule, as well as that of the Church, should be considered respectfully. The Church should be consulted prior to planning the funeral. At the discretion of the Pastor, the service can also be held at another venue.

Music

The funeral service may include hymns and worship songs from APCH's approved song list. Any other music requires the approval of the Pastor and the Director of Choral & Organ Music. All music should be suitable for worship.

Flowers

Flowers and wreaths may be ordered from a florist and delivered to the funeral home. Any flowers brought to the church will be taken to the burial site by the funeral director after the service. For a floral dedication at a Sunday service, please contact the APCH Flower Coordinator.

Fellowship

A coffee reception may be held in the Fellowship Hall after the funeral and can be arranged through the Office Manager. Alcoholic beverages may not be served on church property.

Fees

An overview of fees for religious ceremonies is available on the APCH website. The Church respectfully asks that all fees be agreed upon before the funeral. An invoice will be sent to the agreed contact person in the week following the service. Payments should be made to:

ING Bank

IBAN: NL72INGB0002637900

Account name: The American Protestant Church of The Hague

For further information, please contact the Church office (office@apch.nl).