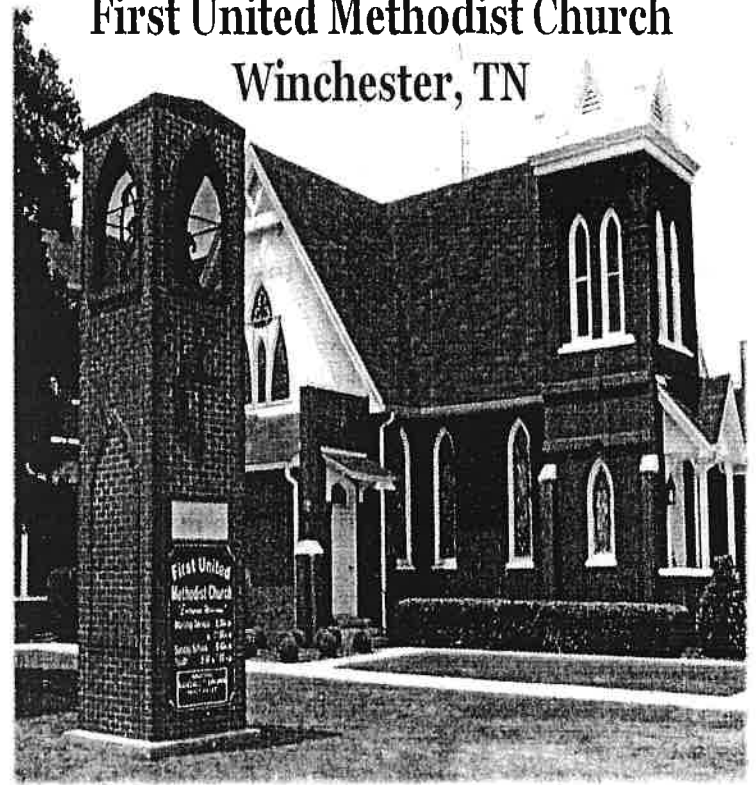


**First United Methodist Church
Winchester, TN**



Funeral Ministry
A Guide to Help You be Ready

101 1st Avenue Southwest

P.O. Box 427

Winchester, TN

931-967-3333

www.winchesterfumc.org

Dr. Steve Angus, Senior Pastor

Planning Ahead

This booklet is designed to encourage each of our members to participate in personal funeral planning as much as possible. Provisions are made by the pastors to assist in both practical and personal matters.

Not only will this information likely to be of great help to the pastor and to families but also encourages individuals to make thoughtful decisions about their own funeral plans prior to the crisis of death. Such pre-planning can relieve some of the burden of family members at the time of a loved ones death. Pre-planning can afford members the option of leaving clear instructions for family members regarding one's own preferences for Scriptures, hymns, music, and disposition of the body.

Since it is difficult to plan during times of emotional stress, we encourage you to review this material and discuss your preferences with family and friends. Provisions are made by the pastors to assist in both practical and personal matters.

In the center of this booklet is a information— gathering form that can be removed. You are encouraged to complete and return it to the church office. It will be placed in the one's family file which will be kept confidential until needed

*Copies of this booklet are available at the church office. If you have questions please contact the pastor at 931-967-3333
Information can also be found at www.winchesterfumc.org*

A FINAL WORD

In no way is the information contained in this booklet or in the Pre-planning Information guide intended to replace a Will. One should seriously consider having a **Living Will** regarding medical care and also a **Last Will and Testament** regarding other matters.

As you perhaps your Will we would ask that you remember First United Methodist Church. Your financial advisor can guide you in ways to make this a lasting memorial.

NOTES

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

FLOWERS

In an effort to encourage simplicity and a worshipful atmosphere, flowers or photo displays in the Sanctuary or Martin's Chapel should be appropriate and not distract from the service or faith symbols in the worship areas. The Narthex is available for other displays.

MEAL FOR THE FAMILY

It is often the practice of a Sunday School Class or a Meal Team to provide a meal for the family of the deceased. This meal is intended to be an occasion for family to fellowship and reminisce. The pastor will speak with family about this at the time when he meets with the family to discuss the services. This is intended to be primarily for the family and not for visitation.

FEES

There is not a charge for using the facilities of FUMC. If the family desires they can make a gift to the church Building Fund.

The church organist receives a fee of \$125 for providing the music. This fee is the responsibility of the family of the deceased. If this is a financial burden, FUMC will absorb this cost. Instrumentalist or vocalist used in addition to the organist are solely the family's financial responsibility. If audio recordings or video is used during or before the service, the ***fee to the A/V technician is \$75.***

The family of the deceased may want to furnish flowers arrangements for the service or use flowers received from others

Information compiled 2018 and is subject to change

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**Funeral Ministry
First United Methodist Church
101 1st Avenue Southwest
Winchester, TN 37398**

Winchester First United Methodist Church is a faith-filled caring congregation that strives to be Christ-like in all we do. Our commitment to Jesus and one another as best we can at every phase of life's journey, from baptism, confirmation, and Christian life, to the hope of Resurrection with Christ.

The central teaching of the Christian faith is the Resurrection. As Christians we affirm our common faith in our attitude toward death and our witness of faith and love during this time. This booklet is recommended for study and reference by each member of the congregation. We hope it will enhance our theological understanding of and preparation for death. We believe it can aid us in the practical and personal preparations for death and provide assistance in making funeral or memorial service preparations. Our prayer is it will ultimately be a blessing to loved ones at the time of our death. The material is based on the *United Methodist Book of Worship* and outlines the specific policies of First United Methodist Church, Winchester, Tennessee.

IN THE EVENT OF DEATH

Those who are bereaved need not and should not face the death of loved ones in isolation from other Christians. They can and should be sustained and upheld by the Christian community.

When death has occurred, the pastor should be notified immediately in order that the pastor may help the bereaved in relating to the reality of death and the sustaining reality of the Christian community and the hope to which it witnesses. If the death occurs after hours or on weekends, call the pastor, presently **Dr. Steve Angus, at 615-925-2372**. If no one answers, leave a message and phone number and your call will be returned as soon as possible.

IV. CREEDS

Creeds have served the Church for generations as a powerful means of reaffirming the basic beliefs of the Christian faith. It is appropriate to include the use of traditional creeds in the funeral or memorial service. The Apostles' Creed is one of the most common creeds used.

V. WITNESS OF FAITH

A brief meditation or witness of faith, praising God for the Resurrection of Jesus Christ and the promise of a resurrection for all Christians can be included in the service, if the pastor and family desire. The homily can also offer words of thanksgiving for the particular gifts of the deceased. Thanks may be offered for family members and other ones who grieve.

VI. HOLY COMMUNION

It is always appropriate for *the Lord's Supper* to be served as a part of a worship service. The Lord's Supper is sometimes requested by the family. Whenever Holy Communion is served in the United Methodist Church, all persons who are present are invited to participate but should not feel pressured.

CASKET OR URN

The closed casket should be placed during the service in a position perpendicular to the Communion Table. If the body was cremated, the urn, if present, should be placed on an appropriate stand in full view of the Congregation.

Disposition of the Body

Burial , cremation or body donation are options within the Christian tradition . A casket or urn need not necessarily be present at the funeral or memorial service and separate internment is an appropriate option.

No body or cremains may be left in the church overnight. This is the responsibility of the Funeral Director or the family

Cremation and Organ Donation

The United Methodist Church allows for cremation and organ donation. Methodism does believe in the resurrection of Christ's body after his crucifixion and the resurrection of believers after death. However, acknowledging human biology and history and citing the apostle Paul, the church focuses on a spiritual, rather than bodily, resurrection for believers. Accordingly, the church considers cremation a viable alternative to burial. In its Social Principles, Methodism actively encourages organ donation as an act of charity and selflessness.

A SUGGESTED ORDER OF WORSHIP

I. PRELUDE AND OTHER MUSIC

The church organist is available for funeral and memorial services. The organist will provide suitable sacred music to be selected by the family and pastor. Instrumentalists, recorded accompaniment and vocalists may also be used through the family's arrangement and coordination of the organist in consultation with the pastor.

Pastoral Staff

The pastor of the church should be second only to the family to learn of the death or impending death of a church member. Our pastor also seeks to know of those in our midst who are dying and in need of comfort and counsel. In situations of death or impending death, the pastor, by being involved early, can help with the difficult transition decisions regarding funeral homes, disposition of the body, and funeral or memorial arrangements

Location of Service

The church is an appropriate place for a Christian funeral or memorial service. Here is where we worship every Sunday, baptize our children, celebrate marriage, and gather at the Lord's Table. Here we are surrounded by symbols of our faith. The building itself provides a concrete reminder that we are surrounded by a "cloud of witnesses" supported by both the love and grace of God, and the concern and compassion of the family of faith. Both the sanctuary and chapel are both available for the services.

We also acknowledge that for some services at the church may not be the family's wishes. If so, the pastor will make every effort to lead the service in keeping with the United Methodist tradition at whatever location the service is held. Regardless of the location, the service is intended to be a service of worship and celebration of life. The pastor should be contacted to make arrangements.

Service Options

- Funeral services at the church; the body is present
- Memorial Service at the church; the body is not present
- Graveside service only
- Military or fraternal services will be held in places other than the sanctuary
- Services at funeral home with pastor

Visitation

Visitation can occur in the historic Sanctuary, Martin Chapel or Gym. Hours of visitation are to be determined by the pastor and the family. Tables are available for the display of pictures and DVDs may be shown during visitation.

Visitation may also be held at FUMC other than the day of the service. Places for registration will be arranged and registration books provided by the Funeral Director or the family. ***DVDs may not be shown and photographs may not be taken during the service without the consent of the pastor.*** The casket remains closed during the visitation and the service. A private viewing is offered for the family at visitation.

THE FUNERAL AS A WORSHIP SERVICE

The service will be under the direction of the pastor with others properly invited to participate as requested. If others are to be involved in the service, ***the Pastor as host should extend invitation to participate.*** Burial of the casket or urn or interment may take place before or after the service, or can be done at a later date.

The service, which should be conducted with dignity and simplicity, is a witness to God's love given to all people, a love which strengthens and supports even in the midst of grief. It is a witness to God's promises in Jesus Christ, as attested by hope that Christ has gone to prepare a place for the children of God.

Use of a standard ***United Methodist liturgy*** places the service in the context of worship. The funeral or memorial is called a service of worship because it is a liturgical service to glorify God and to console the living. Although thankfulness is to be expressed to God for the life and witness of the deceased, the focus of worship is upon God

MEETING WITH THE PASTOR

The Pastor is available to meet with individuals to pre-plan the service at anytime. When a death occurs the pastor will arrange a time meet with family to discuss the service. The pastor will typically ask about aspects of a person's life and meaningful scriptures, hymns, stories, favorite sayings, etc.

**FIRST UNITED METHODIST CHURCH
WINCHESTER, TENNESSEE
PRE-PLANNING FUNERAL INFORMATION GUIDE**

(Deposit one copy of this information with the church office. Keep the original in a safe place, but not in your safe-deposit box. Of course, you are free to omit any information here requested.)

Date: _____

Name: _____

Address: _____

Soc. Sec. #: _____ Veterans Ser. #: _____

Date of Birth: _____

Your Signature: _____

1. Immediate survivors (list here no more than two or three persons who could be contacted in case an emergency. Give addresses and phone numbers, if possible.) _____

2. Person of persons recommended as "trusted friend" who can be called for objective counseling: _____

3. Spouse's full name: _____

4. Parents' full names: _____

5. Funeral Home to be used: _____

6. Disposition of the body (check one):
____ Burial ____ Cremation ____ Given to medical science ____ To be decided

7. Permission given for autopsy? (unless body is given to medical science.) ____ Yes ____ No

8. Wishes concerning the service:

A. Type of service desired (please check):

_____ Funeral (body present)

_____ Memorial Service (no body present)

_____ Graveside only

B. Wishes concerning location of service (please check):

_____ Church _____ Mortuary _____ Home

Other: _____

C. Music Requests: _____

Organ: _____

Hymns: _____

Other: _____

D. Scripture Requests: _____

E. Structure of the service (Unless otherwise states a United Methodist order of service will be used.) _____

F. Perhaps you have planned your own funeral or memorial services. If so, attach a copy to these pages or indicate here where it may be found. _____

9. Disposition of flowers (check one):

_____ Give to shut-ins _____ Place on grave _____ Decision to be made by my loved ones

10. Do you prefer that persons make memorial contributions in lieu of flowers? ____ Yes ____ No

If you answer is yes, indicate below where contributions should be sent:

_____ Winchester First Building fund _____ Winchester First Other _____

_____ Other funds: _____

11. List names of persons to be pallbearers: _____

12. Wishes regarding the casket, if used:

Casket material: _____

Color: _____

Casket brought to the church: _____ Yes _____ No

13. Place of burial:

Burial plot already bought? _____ Yes _____ No

If yes, where: _____

If no, where do you wish to be buried: _____

If cremation, give suggestion for the disposal of your ashes? _____

14. Organ donation: Do you want to donate your organs? _____ Yes _____ No

If yes, are there any you do not want donated? _____

Do you have a signed "Uniform Donor Card?" _____ Yes _____ No

If yes, where is it located? _____

15. Wishes regarding headstone: _____

16. Wishes regarding burial costs, expenses: _____

17. Obituary: (In this space you may wish to include information to be given to the newspapers for your obituary.) _____

****Note:** The instructions on these sheets are not legally binding and may be altered at your request. Please notify the church of changes. They will be kept in confidence until the time they are needed.

