**Mt. Zion Baptist Church**

**Funeral and Bereavement Policy**

**Non-Members**

Mt. Zion Baptist Church’s primary spiritual responsibility is to its members. Our Church is not obligated to offer the same privileges to non-members that are offered to Church members who support the ministry of this Church spiritually and financially.

Our Church family stands ready to assist non-members who need our help and counsel.  Our Church’s Bereavement Ministry designee and Church staff will do their best to work with the family to find a time that is feasible to meet the needs of the family based on the Church’s calendar schedule.   Mt. Zion Baptist Church will give special consideration to non-members who are the immediate family members of an active member. Immediate family members are defined as: Natural Mother and Father, Stepmother and Stepfather (Parents), Husband and Wife (Spouse), Siblings (same mother and father), Grandmother and Grandfather, Children and Grandchildren, Mother-in-Law and Father-in-Law.

**The fee for the use of the Church for a non-member of Mt. Zion Baptist Church is $250**. This fee includes the use of the sanctuary and the fellowship hall (Over Flow Room/Old Sanctuary). All services and fellowship activities must be concluded within 4-5 hours.

The Church is not responsible for providing or arranging for a musician, soloist, flowers or fellowship meal for the funeral service of a non-member (see attached contract information). Arrangements must be made at the time of reservation if a repast meal will be served within the reserved time frame. The family must designate a cleanup committee if a repast meal will be served.

The Pastor is not required to eulogize the funeral of a non-member of Mt. Zion Baptist Church. However, the Pastor, or an associate minister will be appointed to officiate the service if requested by the family. Ministers must be approved by the Pastor to officiate or conduct a funeral service at the Church.

**General Guidelines**

To show our sympathy for the loss of an immediate family member, Mt. Zion Baptist Church will provide assistance with funeral programs.

All services and fellowship activities should be concluded within 4-5 hours.

1. Flowers will be sent to families on behalf of Mt. Zion members. The price range will be between $35 and $50.
2. A card will be sent to families on behalf of Mt. Zion to relatives of the member outside of the immediate family by the Bereavement Ministry designee and/or Administrative Assistant.

**Funeral Application Form**

Name of Deceased Member/Non-member\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Affiliation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Officiating Minister/Pastor’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_Zip Code\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funeral Home in Charge \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Visitation/Memorial Service Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: From \_\_\_\_\_\_\_\_\_\_To: \_\_\_\_\_\_\_\_\_\_\_

Funeral Service Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: From \_\_\_\_\_\_\_ \_\_To:\_\_\_\_\_\_\_\_\_\_\_\_

Music: Pianist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vocalist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Florist \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Caterer (if repast meal is not being held at Mt. Zion) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Facilities Desired:

Funeral Service: Sanctuary

Repast Meal: Fellowship Hall Family Life Center (Old Sanctuary) Overflow Room

Applicant’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Request Approved by: Trustee Designee/OfficiatingMinister:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Cost for funeral service is $250 for non-Church members.

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Independent Contract Services**

**for use of the Church for**

**Funeral Service for non-members of selected church:**

Musician…………………………………………………………………………………………………$150.00

Soloist per song …………………………………………………………………………………….$ 50.00

Audio/Visual Technician…………………………………………………………………………$ 50.00

Custodian……………………………………………………………………………………………….$ 50.00

Food and all paper supplies for the repast are the responsibility of the family.

Families should contact their respective Funeral Home serving the family for information regarding the Contact person for Contract Services. Church personnel will not be responsible for the contract services.

***Order of Homegoing Service***

*Musical Prelude*

*Processional*

*Invocation*

*Comfort from Scriptures*

 *Old Testament—*

 *New Testament—*

*Prayer of Comfort*

*Ministry of Music
Resolution*

*Obituary (Read in Silence)*

*Reflections from Family and Friends
(Please limit to 2 minutes)*

*Ministry of Music*

*Eulogy*

*Benediction*

*Recessional*

*Interment:*

*******Repast immediately following Interment in Fellowship Hall of Mt. Zion*