

Funeral Policy

OVERVIEW:

The building and grounds of East Glenville Community Church (EGCC) are for the primary purposes of glorifying Jesus Christ and providing for the programs and life of the church, including funerals for those who have passed from the congregation. The facilities of EGCC are also open on an individual basis to accommodate funerals of people who are neither members or attendees of EGCC. As used in this policy, “facilities” and “premises” includes both building and grounds. Funerals includes both "Memorial Services" and "Celebrations of Life."

SCHEDULING:

Requests for the use of the facilities for funerals shall be communicated to the Church Office. The request and approval process will be the same for other requests for buildings and grounds use, although handled in an expedited manner.

OFFICIANTS:

Services held at EGCC will be officiated by EGCC Pastor or their designee. Clergy from outside the area are welcome to perform funerals at EGCC as guided by this policy and the larger policies of the church. Non-EGCC clergy performing funerals must be in agreement with the mission and work of the EGCC and its pastoral staff. A letter documenting such agreement must be supplied if requested by the Senior Pastor before consent is given for that funeral to be placed on the church calendar.

GUIDELINES:

In addition to the Building and Grounds and Kitchen Policies governing the use of the facilities for funerals, the additional guidelines will apply:

- Bulletin preparation and production may be provided by the church office.
- Ushers and flowers are not supplied by the Church.
- Reception food is not supplied by the Church. However, outside groups, caterers and friends can be called upon by the family to supply food.
- Music, sound, and media arrangements should be made through the church office and the Director of Worship.

FEES:

For funeral services for members, there is no expectation of building deposits or fees. For all funerals, whether member, attender or outside, individual honorariums for participants are customary and paid directly to these involved on the day of the service.

- Custodial fee \$40
- Sound Tech \$70
- Media Tech (if needed) \$70

- Video Tech (if needed) \$70
- Accompanist/ Director of Worship \$150
- Pastor/Officiant \$150

For funeral services for active attenders and persons outside the congregation, the fees for the building listed in the Building Fees and Deposits Policy will apply. This payment will be made before or on the day of the service. The Trustees reserve the discretion to reduce or delete any applicable building fees on an individual case basis if circumstances warrant.