Who Can Officiate

Pastoral ethics require that Crossroad’s pastor conduct all funeral services held at Crossroads Christian Center, unless by agreement with another pastor, he/she is invited to share in the funeral or act on behalf of the pastor of Crossroads. Any requests for another pastor or lay person to officiate or assist in the service must be approved by Crossroad’s pastor.

Structure of the Funeral Service

A funeral service held in the church is a service of worship, celebrating the deceased’s life and the promise of eternal life through Jesus Christ. Consequently, all parts of the service are to be consistent with the present worship practices of the church. Generally, the outline for the funeral and burial service will take on a traditional Christian form. The family may suggest other items to be included in the service, with the approval of the pastor.

Funerals for Members and Attendees

Funeral services for members and those who are active attendees are part of the normal pastoral responsibilities of your pastoral team and church.

Funerals for Non-Members and Inactive Members

Conducting funerals for people who have no connection with the church is a normal part of the ministerial obligation. However, it is up to the discretion of the pastor to allow himself or the church to participate.

Funeral Music

Only music appropriate to a worship service shall be used. Crossroads Christian Center does not have paid staff musicians. All musical arrangements (pianist, soloist, etc.) must be arranged for and taken care of by the family. If possible, we will make every effort to help you, but please remember that time and date may affect the availability of our musicians. As with weddings, a funeral is a service of Christian worship. Therefore, sacred or Christian music would be appropriate. Taped instrumental and accompaniment music, soloists and solos, anthems, and guest musicians must have the approval of the pastor. The use of congregational hymns is encouraged and may be selected with the pastor in consultation with the family during the service planning process.

In cases where an outside pianist is desired, permission must be secured from the pastor. Additional musicians or soloists may be utilized. Please note that the use of recorded music or pre-recorded accompaniments is discouraged.
Video Presentations

If a video is to be used during the service, it must be submitted to the church office 24 hours prior to the funeral service for review. All presentations should be in DVD format (not Power Point) and should not exceed five minutes in length.

Services by Fraternal Organizations, Lodges, Etc.

Services by fraternal orders, lodges, veterans groups or other organizations are not appropriate at our church. If they are held, they should be limited to the funeral home or graveside, and must be coordinated with the pastor prior to the graveside service.

Funeral Fees

If the deceased or a member of their immediate family (spouse, parents, children, siblings) is an active member* of Crossroads there is no fee for the use of the facilities. For all other individuals, additional fees will be assessed. Those who have been members of Crossroads but now are considered inactive members will pay the same fees as non-members. Fees are payable (by cash or check made payable to “Crossroads Christian Center”) on or prior to the day of the funeral. Normally, honorariums for the pastor, pianist, or musicians are paid following the service or through the funeral director.

<table>
<thead>
<tr>
<th></th>
<th>Member/Attendee</th>
<th>Non-Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use of Sanctuary</td>
<td>No fee</td>
<td>$275</td>
</tr>
<tr>
<td>Use of Fellowship Hall</td>
<td>No fee</td>
<td>$125</td>
</tr>
<tr>
<td>Pastor</td>
<td>Honorarium**</td>
<td>Honorarium**</td>
</tr>
<tr>
<td>Pianist/Soloist</td>
<td>Honorarium***</td>
<td>Honorarium***</td>
</tr>
<tr>
<td>Sound System Operator</td>
<td>$50</td>
<td>$50</td>
</tr>
</tbody>
</table>

*For the purposes of this policy, active members are defined as those members of Crossroads Christian Center who regularly attend church services and contribute to the church as they generally provide regular financial and personal support for the church. These privileges are also extended to the following: 1. Homebound members. 2. Faithful attendees of the church who attend regularly but who have not officially joined the church as an official member and 3. Those who have served as former pastors of the church.

**There is no fixed fee for the services of the Crossroads minister; however, it is customary to give an honorarium to the officiating minister. Typical honorariums range from $150 - $300. Checks should be made payable to the individual minister.

***If the family has made arrangement with an available musician and/or soloist, typical honorariums for them range from $75 - $150 per person. Checks should be made payable to the individual musician(s) or soloist(s).

Decorations

Families may wish to display the deceased’s remains, as well as certain mementos or photographs of the deceased and his/her family. The following guidelines would be applicable in these situations:

Any displays or pictures must be appropriate to a worship setting. No nails, tacks, staples or screws shall be put in the walls or attached to the pews. All decorations must be removed within 3 hours of the conclusion of the service. No furniture shall be removed from the church building.

Flowers

Only fresh cut flowers and planters may be used in the sanctuary.

Closed Caskets

All caskets must be closed for the burial service, but may be open during the viewing (or preceding the viewing, for the family only), if desired. When closed, the flower blanket, flag or coverlet covers the casket. The casket remains closed throughout the service. When the service is in the funeral chapel, the casket will be closed and in place before the ceremony begins. The funeral director in concert with the pastor will have direction over such matters as timing, closed caskets, music, flowers, etc.

Nursery

The church does not provide a nursery for funeral services. If needed, the family is responsible for securing an attendant.
What to Do When a Loved One Dies

Before Going to the Funeral Home

It will save you considerable time and phone calls if you have the following information available.
1. Full name of deceased (include nickname or other names person may have used).
2. Date of Birth
3. Place of Birth
4. Father’s Name
5. Mother’s Name (Maiden)
6. List of relatives and relationship to the deceased
7. List of church, professional organizations, clubs and other organizations in which membership was held
8. If you wish, indicate memorial to be designated in obituary in memory of the deceased
9. Compile a list of individuals who might be available to serve as pallbearers.
10. If a memorial or funeral service is announced in the newspapers, take extra precaution for security at the home of the deceased during the indicated time of the service.

The following information will be needed for the Funeral Home and for the planning of the service.

- Name of Deceased
- Family Contact Relationship
- Family Address
- Family Phone Other Contact Phone
- Funeral Home Address Phone
- Funeral Director Phone
- Number of Family Members
- Family Hour Scheduled Yes No
- Location
- Floral Requests

Who to Contact

Family members, close friends, church, employer (deceased and yours), children and their school.

FAMILY MEAL

The church will do everything reasonably possible to accommodate a member’s request for a family meal before or after a funeral service. The meal is prepared under the direction of the church’s Social Committee. Only active members* of the church and their immediate family (spouse, parents, children, siblings) will be eligible for this ministry.

There is no fee charged for this meal ministry, nor is there any cost for preparation and serving; however, free will donations are accepted. Members of the church provide this service as a ministry in the spirit of Christian love. Their mission is to serve willingly and pleasingly, inspired and led by God.

Non-members and inactive members may utilize the Fellowship Hall but are responsible for the indicated building expense use fees and for providing the food or refreshments.

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*Active members: Those who attend services regularly and are actively participating in church activities.
Psalm 23

The Lord is my shepherd, I shall not be in want. He makes me lie down in green pastures, he leads me beside quiet waters, he restores my soul. He guides me in paths of righteousness for his name’s sake. Even though I walk through the valley of the shadow of death, I will fear no evil, for you are with me; your rod and your staff, they comfort me. You prepare a table before me in the presence of my enemies. You anoint my head with oil; my cup overflows. Surely goodness and love will follow me all the days of my life, and I will dwell in the house of the Lord forever.