

BOOKLET FOR FUNERALS AND MEMORIAL SERVICES

SKIDAWAY ISLAND PRESBYTERIAN CHURCH

50 Diamond Causeway

Savannah, GA 31411

(912) 598-0151

Rev. Dr. Jeffery Garrison, Pastor

Rev. Deanie Strength, Parish Associate

Dr. Mary W. McKee, Director of Music/Organist

ON THE OCCASION OF DEATH

We believe that because Jesus Christ died, was buried, and was raised from the dead, those who have faith in Him shall also be resurrected from the dead. The reality of death, with all its sorrows and sense of loss, will one day greet each of us. We witness to our faith by our attitudes and actions while we prepare to face the coming of death to us or our loved ones. Confident minds and spirits will allow us to live our faith during critical times of our human existence. Thus, we may make this occasion a time for re-affirming, with joy, the true and certain hope of the gospel of God's gift of eternal life.

CALL ON THE CHURCH

Please call the pastor or an elder immediately upon the occasion of death. They will give assistance in making the first arrangements and will help your family find its way through your time of grief.

Grieving at the time of a loss is normal and necessary. Even Jesus wept at the loss of his dear friend. Christian faith is not the absence of feeling; it is the ground upon which we stand as we experience these feelings. The members and staff of Skidaway Island Presbyterian Church are ready to assist when death comes to a family. This is when the "priesthood of all believers" to each other is more than a doctrine. It is a major contribution for the healing of grief and the affirmation of life in Christ.

Along with feelings of love and longing, there may also be feelings of guilt and regret. Those feelings should also be shared as they, too, are normal and need to be worked through with the pastor or a loving friend.

Grieving does not end with the funeral or memorial service. People vary in their time of healing and adjusting to life without a loved one. During that time, many have found it wise not to make any major changes or decisions other than those needed to settle the deceased person's estate.

OFFICIATING MINISTER FROM SKIDAWAY ISLAND PRESBYTERIAN CHURCH

The SIPC Pastor is responsible for all worship services held in the church. All arrangements pertaining to the Order of Worship shall be made in full consultation with the Pastor. He or she will work with the family to prepare for and lead the memorial service.

ASSISTANCE FROM A FUNERAL HOME

A mortician can provide both optional and mandatory services when death comes. Mortuary services normally include assistance in choosing a casket or cremation vase, obtaining a death certificate, sending obituary notices to the newspaper, transportation of the body, and coordination with the cemetery, if needed. It is important that all charges are agreed upon in writing before engaging any services.

Below are funeral homes that are often used by our members:

Fox & Weeks

7200 Hodgson Memorial Drive, Savannah, GA 31406

Phone: (912) 352-7200

www.foxandweeks.com

Gamble Funeral Services

410 Stephenson Ave., Savannah, GA 31405

Phone: (912) 354-1616

Toll Free: (877) 354-1616

www.gamblefuneralservice.com

Baker McCullough

7415 Hodgson Memorial Drive, Savannah, GA 31406

Phone: (912) 927-1999

www.bakermccullough.com

WORSHIP SERVICES

For Christians, a memorial or funeral service is an act of worship conducted in the church for it is there that we receive the bread of life, learn of God's grace, and are assured of the power of Christ's victory over death. Our sanctuary, as well as the services of the staff, are available to members and their families for memorial or funeral services without charge.

A funeral service is a worship service in which the body or ashes of the deceased are present. In order that attention in the service be directed to God, when a casket is present it shall be closed. Under certain circumstances the casket may be open before the service for a brief time of viewing.

A memorial service is a worship service in which neither the body nor the ashes are present. This service may be observed before or after the committal of the body.

A committal service is a brief service of farewell at the graveside or memorial garden. Generally, this follows a funeral service immediately. It may happen before a memorial service.

A graveside service combines the funeral and committal into a single service at the place of interment.

Ordinarily the service on the occasion of death should be held in the usual place of worship in order to join this service to the community's continuing life and witness to the resurrection. When there are important reasons not to hold the service in the usual place of worship, it may be held in another suitable place such as a home, funeral home, crematorium or graveside.

ORDER OF SERVICE

The service, 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. The pastor will work with you in planning the service. Bulletins may be provided by the church.

Guidelines for the service are given in the Presbyterian church (U.S.A) Book of Order, Section W-4.10003:

"The service on the occasion of death ordinarily should be held in the usual place of worship in order to join this service to the community's continuing life and witness to the resurrection. The service shall be under the direction of the pastor. Others may be invited to participate as leaders in the service at the discretion of the pastor. This service may be observed on any day. A request to observe such a service as a part of the Lord's Day service or to celebrate the Lord's Supper as a part of a service on the occasion of death requires the approval of the session." (Book of Order W-410003)

1. The service will be conducted as a witness to the love of God for humanity and our grateful response for this love.
2. An emphasis will be placed upon the reading of the Holy Scriptures which declare the Christian hope in the resurrection.
3. A brief message, which bears testimony to the hopes and promises set forth in the Scriptures, may be delivered. Prayers are offered giving thanks to God for the life of the deceased and to seek comfort for those who grieve. The Lord's Prayer is offered.
4. Music is appropriate and may include hymns, praise songs, vocal, and instrumental selections expressing faith and joy. As in all worship, the music, the music should direct attention to God.
5. The Christian service is complete in itself. Another time and place can be arranged for any fraternal, civic or military rules. If such services are done at the church, they should follow the conclusion of the Christian service.
6. A closed casket may be present during the service. Viewing, if desired, may be done at the mortuary or prior to the service at the church.
7. Remembrances may be offered by family in consultation with the pastor.

SCRIPTURAL SUGGESTIONS

Below is a list of suggested scriptures and music for a funeral or memorial service.

Suggestions for Opening the Worship Service

Deuteronomy 33:27	John 11:25-26
Psalms 46:1	John 14:27
Psalms 124:8	Romans 6:3-5
Psalms 103:13, Isaiah 66:13	Romans 8:38-39
Isaiah 41:10	1 Peter 1:3-4
Matthew 5:4	Revelation 1:17-18
Matthew 11:28	

Suggestions for Homilies

Psalms 13	Matthew 6:25-34
Psalms 23	Matthew 25:31-46
Psalms 46	Luke 7:11-17
Psalms 121	John 14:1-6
Psalms 126	Romans 8:31-38
Psalms 130	1 Corinthians 15 (selections)
Ecclesiastes 3:1-15	2 Corinthians 4:16-5:1
Isaiah 40:1-11	Colossians 3:3-4
Isaiah 40:28-31	1 Thessalonians 4:13-18
Isaiah 65:17-24	2 Timothy 4:6-8
Lamentations 3:19-26	Revelation 21:1-7

Additional Suggested Scripture Readings

Job 19:23-27
Matthew 11:25-30
Mark 10:13-16
John 3:16-21
John 5:24-29
John 6:47-58
John 11:17-27
John 11:38-40
Romans 14:7-9
2 Corinthians 5:1-10
Hebrews 12:1-2
1 John 3:1-3

MUSIC

Music provides comfort and support to the mourners while giving thanks to God for His grace and goodness. The Music Director serves as the organist or pianist for all memorial services at Skidaway Island Presbyterian Church. Music for the memorial service will follow the same guidelines as Sunday worship services. Music that is scripturally based and creates a sense of worshipfulness and simplicity is appropriate. Suggested hymns are listed below:

Suggested Hymns

A Mighty Fortress is Our God
Abide with Me
Amazing Grace
Be Thou My Vision
Eternal Father, Strong to Save
For All the Saints
Guide Me, O Thou Great Jehovah
How Great Thou Art
In the Garden
Joyful, Joyful, We Adore The
Love Divine, All Loves Excelling
My Faith Looks Up to Thee
O God, Our Help in Ages Past

Suggested Solos

Amazing Grace
How Great Thou Art
In the Garden
On Eagles' Wings

AUDIO/VIDEO SERVICES

A recording can be made through the sanctuary sound system. A recording requires the services of the church's sound system operator who is available for the additional fee of \$75 per hour.

No additional lighting may be used.

Only one camera operator is allowed.

Only discreet movement of the camera is permitted in the sanctuary at any time.

The camera must be located in an unobtrusive place pre-approved by the pastor.

VISITATION BOOK

It is part of our ministry to welcome your family and friends to our church for the service and to offer a reception after the service. A podium will be provided to hold a visitation record book. If you prefer to have the church provide a visitation book for you, please notify the church so one can be provided on the day of the service.

You may wish to display photographs and other objects of remembrance in the sanctuary and/or Liston Hall, the church's fellowship hall. Our staff will assist you with a table for this purpose if you so desire. Please notify the church office prior to the visitation so a table will be available upon your arrival.

FLOWERS

Family and friends are encouraged to send flowers to the funeral home which will transport them to the church service. If flowers are to be delivered to the church, delivery should occur approximately one hour prior to the service when a staff person will be on hand to receive them. Otherwise, please ask the florist to make arrangements with the church office to be sure someone will be there. All equipment such as vases, stands, etc. must be provided by the florist. Flowers may be placed in the chancel area for the service or in Liston Hall for the reception. Flowers and associated equipment should be removed immediately after completion of the service.

Some local businesses providing floral arrangements are:

Artistry in Bloom

Contact Sandy Mayer at (912) 398-5328

John Wolf Florist

6228 Waters Ave, Savannah, GA 31406

Open Monday through Saturday (9AM–5PM)

Phone: (912) 352-9843

www.johnwolfflorist.com

Lester's Florist

2100 Bull Street Savannah, GA 31401

(912) 234-6370 or (800) 841-1103

www.lestersflorist.net

RECEPTION

The Church Fellowship Hall (Liston Hall) may be used for receptions following the service. The church will assist in any way possible regarding the rooms, audio equipment to be used, services needed, etc.

Food and Beverages Available for Receptions

Following the service, a reception with family and friends may be hosted. If a reception is planned, several food options are suggested ranging from a light coffee with breads and fruit to a catered meal. The food served and cost for a reception is dependent on the food choice, the number of expected guests and the time of day. The food selection is at the family's discretion.

FAMILY ROOM

A room is available at the church for the family and pastor to meet prior to the memorial service.

PARKING

There should be sufficient parking in the lot directly behind the church. There is additional parking in the front and west side of the church. There is a covered drop off in front of the church between the sanctuary building and Liston Hall.

FEES

There is no charge to use the Sanctuary, the Narthex or Liston Hall. The following fees and honorary are suggested:

- A typical honorarium for the pastor's time for planning and leading memorial and funeral services is \$200.
- The typical organist's honorarium for a memorial service is \$200. On occasions when the Director of Music is unavailable, he/she will arrange for a professional substitute.
- If a recording of the service is requested, the honorarium for the sound operator is \$75 per hour.
- Fees for additional soloists and/or instrumentalists are determined on an individual basis. If a vocal or instrumental soloist is desired, the Director of Music will secure the services of available musicians.

Payments should be made directly to the pastor and musicians.

Please communicate with the pastor and/or the church office while planning the funeral service to let us know your preferences and how many people you expect to attend. The church will handle all the preparation and clean-up.



SKIDAWAY ISLAND PRESBYTERIAN CHURCH
CHECKLIST FOR SERVICE AND RECEPTION PLANNING

50 Diamond Causeway
Savannah, GA 31411
(912) 598-0151

Full Name of Deceased: _____

Birth Date/Location _____ Death Date/Location _____

Is this a FUNERAL _____ or a MEMORIAL service _____

If funeral, which funeral home will be use? _____

Location of service: Church Sanctuary () Funeral Home () Graveside ()
Memorial Garden () Interment () Location _____

Date of Service: _____ Time: _____

How many pews should be reserved for family? _____

If there will be pallbearers, how many pews should be reserved? _____

Does the family wish to provide sanctuary flowers? _____

Is a gathering room needed before the service? _____

Service Notes

Requested OT Scripture 1.)

Requested NT Scripture 1.)

Remembrances _____ Name & Relationship to deceased _____

Other Special requests:



Requested Hymns: 1.) _____

2.) _____

Requested Prelude Music

1.) _____

2.) _____

3.) _____

Requested Organ Interlude

Requested Recessional

Has a solo been requested? Yes () No ()

Name of soloist:

Musical Selection:

Reception

Does the family want a reception in Liston Hall following the service? _____

Estimate of people expected? _____



For the church office:

Officiating

_____ Jeff Garrison

_____ Deanie Strength

Church Personnel to Consult/Notify

The pastor officiating at the service will contact the following and check date and time with them:

_____ Jim Brown (Church Calendar, Building Set Up)

_____ Congregation Notified (Phone Tree, Constant Contact, etc.)

_____ Bulletin Design

_____ Custodial Staff notified

_____ Outdoor chimes disabled during service

_____ Mary McKee (Organ, soloists)

_____ Betty Gorman (Calendar, Bulletin Printing)

_____ Maria Rogers (Preschool events)

_____ Marcia Dodd (Worship Committee Chair)

_____ Kay Eskew (Worship Committee, receptions)

_____ Laurel McKeith (Usher Coordination)

_____ Elders

Next of Kin

Name: _____

Address: _____

Phone: _____

Email: _____