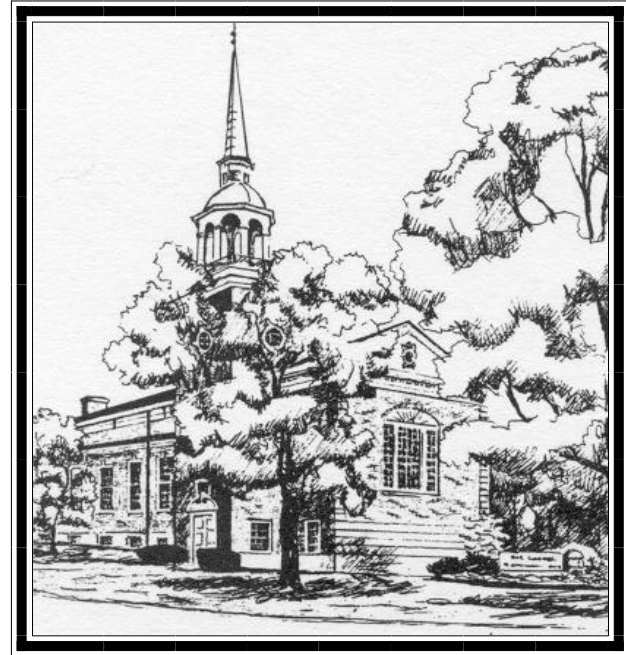


Fox Chapel Presbyterian Church

384 Fox Chapel Road
Pittsburgh, PA 15238
(412) 963 - 8243
www.fcpc.us



*Planning a Funeral
or Memorial Service
at
Fox Chapel
Presbyterian Church*

Special Requests for Worship

- () Scripture passages _____

- () Other readings _____
- () Hymns _____

- () Organ music _____

- () Guest musicians
 - () A guest vocalist
 - () Special vocal music _____

 - () A guest instrumentalist
 - () Special instrumental music _____

- () Speakers
Names of those who will speak words of remembrance
(testimonials or tributes)

- () Readers _____

- () Other requests related to worship _____

Additional Notes:

A Checklist for Meeting With the Pastor

Funeral or Memorial Service

- We wish to have a Funeral Service
- We wish to have a Memorial Service

We wish the service to be held in

- The Sanctuary
- The Chapel
- Other _____

*I am the Alpha and the Omega,
the first and the last,
the beginning and the end.*

The Interment

- Burial
Date and Time _____
Location _____
- An inurnment (for a cremation)
Date and Time _____
Location _____

Above All Else, Remember . . .

Full Name of the Deceased _____

God is the giver of life. God creates and is sovereign over all living things, indeed, over all creation. God sustains the creation daily through grace. God walks with each of us throughout our earthly pilgrimage. And in the end, God calls us home.

Funeral Home, Contact, and Phone Number _____

At the time of the death of a loved one we witness as Christian people to the hope of the gospel and affirm with confidence that life anew lies beyond and above the life we know on earth. The pain of grief is not to be denied, neither is the assurance of eternal life to be lost in our sorrow. In short, we both express our grief and affirm our faith. God's love is stronger than death.

Approximate Number at Worship _____

Number of Family and Friends Sitting In Front Pews _____

Deacons' Reception

- Yes
- No

This brochure is intended as a guide to help with the decisions you will need to make. In this time of consuming emotions, when it is difficult to cope with even the simplest things, we do not want to overwhelm you with information, but we do want to offer assistance to make the planning easier for you.

Pastor _____

I would like to speak to the pastor about having a Stephen Minister

- Yes
- No

Your church will surround and support you during this time. We are already praying for you and your family and will continue to do so. Please let us know how else we can help, both now and in the days to come. We will do what we can as best we are able.

In lieu of flowers contributions will be sent to _____

Name of Ushers _____ and _____

*The Lord is my light and my salvation; whom shall I fear?
The Lord is the strength of my life . . .
~ Psalm 27*

*I am the resurrection and the life.
Those who believe in me, even though they die, will live,
and everyone who lives and believes in me will never die.
~ John 11*

Care In The Weeks To Come

Things to Do Right Away

Who Should be Contacted?

- (1) The deceased's physician or emergency medical personnel should be notified immediately.
- (2) Contact close family and friends. Have someone come to be with you.
- (3) You will need to decide promptly which funeral home and funeral director to use. There are a number of excellent ones in our community and the pastors will be glad to make a referral. Funeral directors assist in fulfilling legal requirements and arrange for disposition of the body. They provide use of the funeral home for visitation and transportation. In addition, the funeral director will place death notices and obituaries in local newspapers, and provide copies of the death certificate.
- (4) Contact the church immediately by calling 412-963-8243. Outside of business hours, call one of the pastors at home. The pastors will provide support and guidance.

Meet With a Pastor

If you have a relationship with a particular pastor on staff and would like him/her to work with you, feel free to make that request known. We will do our best to honor it.

Speak with the pastor before deciding upon a date or time for the service. The pastor will work with our church office and musicians to check calendars and make the necessary preparations.

It is important to arrange a time to see the pastor. This meeting, at the church or in your home, is to provide pastoral care and to plan the service. Immediate relatives and close friends may attend to help with ideas and suggestions about the worship service and to offer support.

To lose someone you love is one of life's most difficult challenges. It feels as though there is no consolation and little comfort. It is in times like these, when all else fails, that we trust in God who never fails.

These things are true for all who lose someone close:

- Each must find his/her own way as grief is unique to each person.
- It is important to permit yourself to think and feel whatever arises, without judgment or shame.
- It is vital to find trusted ones to talk with and just be with, in ways that are comfortable, appropriate, and helpful.
- There is no way around grief or shortcut through it, only a sacred path that many others travel. Be strengthened by knowing you are not alone.
- The deep pain will not last forever. With the loss of a spouse it frequently takes about six months just to feel like you can get your bearings and about two years before you can move into the future with some confidence. Grant yourself the gift of patience.
- The loss will not go away. But over time many find that their grief is transformed into a deep gratitude and sense of peace.

Trust in the love and power of God does not eliminate the grief that accompanies the death of a loved one. Although the lost one is with God, faithful people still feel great pain and sorrow upon such a loss. Jesus himself cried upon learning of the death of his friend, Lazarus.

Here are some helps:

- Rely upon your pastors and the church. Join in prayer and worship and take advantage of the comfort of the community of the faithful.
- Become active in a community support group; read a book on grief; take advantage of internet resources, and talk with people who understand.
- Fox Chapel Presbyterian Church has a wonderful Stephen Ministry program that is our primary way of providing congregational care during times like these. Stephen Ministers are Christian friends who walk the path with you, providing confidential, one-on-one, Christ centered assistance. Ask a pastor for further information.

. . . *In psalms and hymns and spiritual songs,
singing with grace in your hearts to the Lord.*
~Colossians 3

A List of Hymns

A Mighty Fortress is Our God
Abide With Me
Amazing Grace
Be Thou My Vision
Blessed Assurance
Christ Is Made the Sure Foundation
Christ, Whose Glory Fills the Skies
Come, Thou Almighty King
Come, You Thankful People, Come
Eternal Father, Strong to Save
For All the Saints
For the Beauty of the Earth
Give Thanks for Life
God of Compassion
God of Our Life
Holy, Holy, Holy
How Firm a Foundation
I Greet Thee, Who My Sure Redeemer Art
I Know That My Redeemer Lives
I Sing a Song of the Saints of God
I'll Praise My Maker While I've Breath
Immortal, Invisible, God Only Wise
Jesus Christ Is Risen Today
Lead On, O King Eternal
Lord of the Living
Now Thank We All Our God
O for a Thousand Tongues to Sing
O Love That Wilt Not Let Me Go
Our God, Our Help in Ages Past
Praise, My Soul, the King of Heaven
The Church's One Foundation
The King of Love My Shepherd Is
The Lord's My Shepherd
The Strife Is O'er, the Battle Done

The Presbyterian Hymnal has many other hymns and psalms appropriate to the occasion. Seasonal music is often quite effective.

*God is our refuge and strength,
a very present help in trouble.*
~Psalm 46

Service of Worship

Presbyterian Worship

Presbyterian worship embraces God's providence and sovereignty and God's grace and forgiveness of humanity's imperfections. It centers upon the redemptive work of the God who comes to us in Jesus Christ. Worship addresses the presence of God in all aspects of our lives, in church, family, workplace, indeed, through all creation.

Centered upon the Bible, the Word of God, Presbyterian worship is simple without being austere, intelligible and meaningful to all, orderly and reverential. We seek beauty, truth, depth, goodness and always seek to offer our best unto God.

It is usual for a full range of emotions to be expressed in funerals and memorial services. Feelings of joy, humility, gratitude, sadness, disappointment, doubt, and sometimes anger are all normal expressions of grief. Tears are our offerings unto God, as are smiles and laughter as we remember and celebrate the life of the one we have lost.

Fox Chapel Presbyterian Church opens its facilities to people of all faiths, in life and in death.

Timing

In most cases a service takes place within a few days of the death (3-5 days). Time is needed for the church and pastor to make adequate preparations and for family and friends to assemble.

The Committal Service

The committal service is a service of worship at the burial site when the remains are laid in their final earthly resting place. At a cemetery or columbarium, the committal is typically attended by family and close friends, this brief service consists of a call to worship, prayer, scripture, words of committal, and a benediction.

The Memorial Garden at Fox Chapel

When there is a cremation, the church's columbarium in the Memorial Garden is available for members and friends. Contact the church office for information.

Funeral or Memorial Service?

These are the same except in a funeral the remains of the deceased are present while in a memorial service they are not. Both are acceptable and common within the Presbyterian tradition. In the case of a funeral the casket remains closed.

A funeral service precedes the committal and a memorial service usually follows it. Normally, the funeral is held the same day as the committal. Frequently, the memorial service is the same day. However, there may be situations in which the service is delayed—family and friends may need time to gather, there may be indecision about the final resting place, another day or season may just be preferable.

In the Presbyterian tradition, funerals and memorial services have the following purposes:

- (1) To bear witness to the hope of the Christian faith.
To worship God, the Creator and Lord of life.
To remember the good news of the gospel and the promise of the resurrection.
- (2) To celebrate and give thanks to God for the life, witness, and ministry of the deceased and to honor his or her memory.
- (3) To provide comfort and strength and offer love and support to those grieving the loss.

The pastor plans the worship service in consultation with the family. Others may be invited to participate as leaders in the service at the discretion of the pastor. Family members, friends, and colleagues may speak tributes, or words of appreciation. We suggest they be brief and limited to three speakers. Thornton Wilder said, "The highest tribute to the dead is not grief but gratitude." In this spirit, testimonials should show thanksgiving for the qualities exhibited in this person and thanks to God for the gift of his/her life.

Location of the Funeral or Memorial Service

We recommend the church for a funeral or memorial service.

Revelation 14:1-3, 6-7, 12-13

Rest for the saints

Revelation 21:1-4, 22-25; 22:3-5

A new heaven and a new earth

Revelation 22:1-5

The Lord God will be their light

Gospels

Matthew 5:1-12a

The Beatitudes

Matthew 11:25-30

Hidden from the wise, revealed to infants

Matthew 25:1-13

Wise and foolish bridesmaids

Matthew 25:31-46

The Last Judgment

Luke 7:11-17

Jesus raises the son of the widow of Nain

Luke 18:15-17

We enter the kingdom only as children

Luke 23:33, 39-43

Today you will be with me in Paradise

John 3:16-21

God so loved the world

John 5:24-29

Whoever hears and believes has eternal life

John 6:37-40

Anyone who comes to me I will never drive away

John 11:38-44

Lazarus raised from the dead

John 14:1-6, 25-27

Let not your hearts be troubled

At the loss of a child

Zechariah 8:1-6

Children playing in the streets of the city

Isaiah 65:17-25

I create new heavens and a new earth

Matthew 18:1-5, 10

The greatest in the kingdom of heaven

Mark 10:13-16

Let the children come to me

For those whose faith is unknown

Ecclesiastes 3:1-15

For everything there is a season

Lamentations 3:1-9, 19-23

The Lord's steadfast love

Romans 2:12-16

A law written on the heart

Romans 14:7-9, 10c-12

None of us live to ourselves

Matthew 25:31-46

As you did it to one of the least of these

Psalm 116:1-9, 15	The Lord has heard my voice
Psalm 118	Open the gates of righteousness
Psalm 121	I lift up my eyes to the hills
Psalm 130	Out of the depths I cry to the Lord
Psalm 139:1-12	Where shall I go from your spirit?
Psalm 145	I will extol you, O God my King
Psalm 146	Hallelujah! Praise the Lord, O my soul

Epistles

Romans 5:1-11	Hope does not disappoint
Romans 6:3-9	Baptized into Christ's death, raised to live with him
Romans 8:14-23, 31-39	Nothing can separate us from the love of God
Romans 14:7-9, 10b-12	Whether we live or die, we are the Lord's
I Corinthians 15:3-8, 12-20a	Christ raised from the dead
I Corinthians 15:20-24a	In Christ shall all be made alive
I Corinthians 15:20-26, 35-38, 42-44, 50, 53-58	Death is swallowed up in victory
I Corinthians 15:35-44	The natural body and the spiritual body
I Corinthians 15:50-57	We shall all be changed
II Corinthians 4:16-5:1	Visible things are temporary, invisible things eternal
II Corinthians 5:1-10	From God we have a house not made with hands
Ephesians 1:11-2:1, 4-10	Saved by grace through faith
Philippians 3:7-11	Knowing him and the power of his resurrection
Philippians 3:20-21	Our citizenship is in heaven
Colossians 3:1-17	Set your minds on the things that are above
I Thessalonians 4:13-18	The comfort of Christ's coming
II Timothy 2:8-13	If we died with him, we shall also live with him
Hebrews 2:14-18	Christ was tested in every way
Hebrews 11:1-3, 13-16; 12:1-2	Faith, the pilgrimage, the cloud of witnesses
I Peter 1:3-9	Without seeing Christ, you love him
I Peter 3:18-22; 4:6	Christ's ministry to the spirits in prison
I John 3:1-3	We are children of God
Revelation 7:2-3, 9-17	These are they who have come out of the great tribulation

Occasionally, a funeral home may be preferred. At times a small family gathering by the graveside is sufficient. Fox Chapel Presbyterian Church offers its chapel (seats 100) or sanctuary (700) for funerals and memorial services.

Bulletins and Ushers

Worship bulletins are prepared by the church and provided for the ushers to distribute. Normally two ushers are sufficient and we ask the family to secure them if possible. Their role is to distribute bulletins and to help guests who need assistance.

Music

It is appropriate for hymns and other sacred music to be part of the service. Music should direct the attention of those attending to the presence and power of God and enable worshipers to voice their confidence in God's sovereign love. A list of suggested hymns is included in this brochure.

The selection of music may be left to the church organist and pastor, who are experienced and sensitive to the occasion. However, requests for organ music, hymns, or special instrumental or vocal music are welcome and will be granted whenever possible.

If you desire a vocal soloist or an instrumentalist, the Associate Director of Music Ministries will gladly make suggestions as to available persons and will take responsibility for procuring their services. If a guest musician is desired the Associate Director of Music Ministries must grant permission.

A Reception Following the Service

Our Board of Deacons will provide a reception upon request, consisting of light refreshments. The reception will take place in the Atrium immediately following the worship service and will be hosted by our Board of Deacons.

Memorial Gifts

Many families request that in lieu of flowers friends make a contribution to the church or to a favorite charity. This information should be noted in the obituary.

Flowers

Flowers add color and beauty to the service and remind worshipers of the goodness of God's creation. Ordinarily, one arrangement is sufficient for the chapel and one or two for the sanctuary. Elaborate decorations are unnecessary and often distracting. A family member should contact the florist of your choice to make arrangements for flowers. Please inform them that the use of nails, wire, and tape are not permitted and ask them to contact the church office for further information about policies and procedures.

Where and When to Meet Before the Service

Family and friends who will be seated together for the service will meet in the church library fifteen minutes before worship for instruction, prayer, and to enter the sanctuary together.

Fees

Fees are the same for members and nonmembers alike.

- There are no fees charged for the use of the church facilities or for a reception provided by the deacons.
- There is a fee of \$300 charged for the services of the organist, secretary and caretakers. Please make this check payable to Fox Chapel Presbyterian Church, and mark it "funeral" on the memo line. If a soloist is arranged by the church, there is an additional fee of \$150. Please make this check payable to the vocalist by name. In order not to burden the family on the day of the service, we ask that these payments be made prior to the funeral or memorial service by dropping them off at the church office or by arranging for the Funeral Director to handle these.
- An honorarium for pastors may be offered at the discretion of the family.

If you have any questions regarding the fees, please contact the officiating pastor.

Fees for the memorial garden are separate and apart from those listed above. Please contact the church office for information.

A List of Suggested Scripture Passages

Old Testament

Job 19:23-27	I know that my redeemer lives
Isaiah 25:6-9	God will swallow up death forever
Isaiah 26:1-4, 19	God will keep them in peace
Isaiah 40:1-11, 28-31	Comfort my people
Isaiah 40:28-31	Those who wait for the Lord shall renew their strength
Isaiah 43:11-3a, 18-19, 25	When you pass through the waters, I will be with you
Isaiah 44:6-8	I am the first and the last
Isaiah 55:1-3, 6-13	Ho, everyone who thirsts
Isaiah 61:1-4, 10-11	The spirit of the Lord is upon me
Isaiah 65:17-25	I create new heavens and a new earth
Lamentations 3:19-26, 31b-32	The Lord's steadfast love
Daniel 12:1-3	Many of those who sleep in the dust shall awake
Joel 2:12-13, 23-24, 26-29	Return to the Lord with all your heart

Psalms

Psalms 16:5-11	The Lord is my chosen portion
Psalms 23	The Lord is my shepherd
Psalms 27:1, 4-9a, 13-14	The Lord is my light and my salvation
Psalms 39:4-5, 12	Lord, let me know my end
Psalms 42:1-6a	As a deer longs for flowing streams
Psalms 43	Give judgment for me, O God
Psalms 46:1-5, 10-11	A very present help in trouble
Psalms 90:1-10, 12	Teach us to number our days
Psalms 91	The one who dwells in the shelter of the Most High
Psalms 103	Bless the Lord, O my soul
Psalms 106:1-5	O give thanks to the Lord