

## Day of the Funeral

On the day of the funeral you can expect that:

- Glory Greeters will welcome your family and guests upon their arrival.
- A private space will be provided for your family to meet prior to the service.
- The pastor will meet with your family for prayer and to provide direction.
- Glory hosts will be available to support last minute needs.
- Reserved seating will be marked for the designated funeral party.
- The guest book, memorial cards and donations will be collected, secured and given to you before you leave.
- All commitments accepted by Glory Lutheran Church will be fulfilled to the best of our ability.

At Glory Lutheran Church our goal is to serve you during this difficult time of arrangements, transitions and grieving. If you have any questions or concerns with anything in connection to the preceding information about the service and/or luncheon, please discuss this with the pastor. Above all, we want this to be a healing time for you. Our prayers and love are with you.

Peace in Christ,

The Pastor, Council, and Congregation of Glory Lutheran Church

**Church Location:** Access to Glory Lutheran Church is via the service road at the intersection of Highway 16 and RR225. To facilitate the timely arrival of guests, we will discuss with you strategies for communicating the church location.



22577 Hwy 16, Sherwood Park, Alberta T8A 4T7  
**Phone 780.416.9594** E-mail [glorylc@telus.net](mailto:glorylc@telus.net)  
Pastor's E-mail: [pastormarkus@glorylutheran.ca](mailto:pastormarkus@glorylutheran.ca)  
Pastor Markus Wilhelm Phone: 780.428.1310  
Check out our Website [www.glorylutheran.ca](http://www.glorylutheran.ca)

# Celebrating the Saints At Glory Lutheran Church



Grace to you and peace from God our Father, and our Lord, and Savior Jesus Christ.

At Glory Lutheran Church funerals take place within the act of Christian worship, where we acknowledge God's purpose for life and ask for His help dealing with loss.

In the Spirit of Jesus Christ, we are here to support you in your time of grief. We hope this information helps you in your preparations for a funeral service.

### First Step

**Securing the Pastor and church facility:** If it is your desire to have Glory Lutheran Church involved in the funeral of your loved one, the process begins by contacting Pastor Markus Wilhelm.

780.428.1310 or 780.416.9594

## Arrangements to Consider

**Securing the Pastor and church facility:** With the approval of the pastor, the participation of the church is engaged. The Pastor of Glory Lutheran Church will conduct the service on your behalf.

The Glory Lutheran Church facility has a seating capacity of 308 guests. The narthex area has seating for 180. The narthex area can be used as an overflow space, however, only audio of the service is available.

**Meeting with the Pastor:** The Pastor will meet with you for prayer pastoral support, and discuss the overall plan for the service and the funeral reception.

If you have engaged the services of a funeral home, it is important that the pastor be provided with the name of the funeral home and their **funeral director** to ensure the coordination of church and funeral home responsibilities.

**Planning the Service:** The pastor will discuss the order of the service with you (e.g.) readings and hymns, eulogy, pictures, Holy Communion, music, and interment.

**Music for the Service:** If an organist/pianist is needed, the pastor will secure an organist/pianist unless you have family or friends you might wish to ask. Use of Glory musicians is subject to their availability.

Glory Lutheran Church is blessed with an organ, grand piano and electronic keyboard. Should you choose to have someone provide the music, they need to be experienced in the instrument **and must meet with one of the Glory music team.**

You may also decide to add musical selections from vocalists, instruments or recorded music. These arrangements need to be discussed with the Pastor.

It is important that music needs be discussed early in the process to provide adequate preparation time.

**Flowers:** It is your responsibility to arrange for all flowers and plan for their display. For the benefit of those who suffer from allergies, it is suggested that flowers with a strong scent be avoided. Lilies can be particularly troublesome from a scent perspective. We can provide support and assistance when the flowers arrive. The location of flower displays that involve the altar should be discussed with the Pastor. Removal of the flowers following the funeral is your responsibility.

**Audio Support:** Glory will secure a sound technician to operate the sound system during the service. It is important that audio needs be discussed with the technician early in the process to ensure your needs can be met.

**Video Support:** Glory will secure a video technician if you create a slide presentation as part of the service. Currently our ability to provide video support is limited to a portable screen, projector and laptop. Video equipment needs should be discussed early in the process. Slide shows may also be presented in the reception area following the service.

**Order of Service Bulletins, Guest Books and Ushers:** Memorial cards, guest books and ushers are usually provided by funeral homes. When choosing a guest book, it is helpful to choose a style where pages can be removed so more than one signing station can be available to guests. This facilitates the movement of guests into the sanctuary and minimizes line-ups.

If any of the above services are not provided by the funeral home, arrangements can be made for Glory to provide the services. This includes special hymns, music or an order of service bulletin.

**Funeral Luncheon:** If there is to be a luncheon following the funeral service, please discuss your plans with the Glory funeral planning coordinator when you are contacted.

It is your responsibility to arrange for all food. Beverages and coffee/tea will be provided. If desired, Glory members will serve the food and act as hosts during the reception. It is important that the name of the caterer be provided to facilitate the coordination of a reception to meet the needs of the family.

**Funeral Financial Obligations:** Glory Lutheran Church considers support of families during a time of loss to be one of our ministries. Therefore there is no charge for the use of the church sanctuary narthex and ancillary spaces.

There are fees assessed for the pastor, organist/pianist and audio/video technicians. Please make cheques payable to each individual. The service fees include opening, closing, setting up and cleaning up and should be made payable to Glory Lutheran Church .

Presiding Pastor	\$250.00
Organist/pianist	\$200.00
Audio/Video Technicians	\$50.00 each
Vocalist and accompanying musicians	Arrange with individuals
Service Fee (set-up, clean-up, utilities)	\$300.00
Luncheon Hosts	Make donations to Glory Lutheran Church.

(A suggested host donation guideline is \$2.00 times the number of estimated guests.)