

FIRST UNITED METHODIST CHURCH

FUNERAL GUIDELINES AND POLICIES



1350 Oak Ridge Turnpike
Oak Ridge, Tennessee 37830

865.483.4357
www.fumcor.org

Introduction

A Christian funeral or memorial service guides us to worship the One who “is our refuge and strength, a present help in trouble” (Psalm 46:1) and to affirm the triumph of Christ’s love over sin and death, even as we walk “in the valley of the shadow of death” (Psalm 23:4) and experience grief and loss.

We hope the following guidelines will assist you as you consider having a funeral or memorial service at FUMC.

What FUMC offers

- You may receive friends here at church in the Parlor and Room 203, or you may choose to receive friends at a funeral home and have the funeral or memorial service here. No food or drink is allowed in the Parlor or Room 203.
- You may contact one of the pastors or the office manager about scheduling the use of the sanctuary, chapel, or other rooms.
- You may contact the office manager about reserving space for meals or receptions in the Fellowship Hall or Multipurpose Room.
- FUMC will provide hosts to welcome and direct people as they enter and leave the church and persons to operate the sound system.
- One of the pastors will meet with you to plan the service. You are welcome to use the Funeral Planning brochures available in the church office to assist you.



Memorials/Endowed Gifts

- You may designate memorial gifts to First United Methodist Church or to a specific ministry – Music, Adult Choir, Youth Choir, Youth ministry, Missions, etc.
- You may designate memorial gifts to one of FUMC's Endowment Funds – General, Missions, Property, etc. The Finance Director or one of the pastors can discuss this with you.

Pictures

Pictures of your loved one may be displayed in the Parlor, Room 203, or in the Narthex.

Flowers

- In addition to flowers placed in the flower stands beside the altar, a few arrangements at the front of the sanctuary are sufficient.
- All arrangements should be placed so that the congregation can see the altar table and the persons leading the service.
- The funeral home and family are responsible for removing flowers after the service.

Cremation and Use of the Memorial Garden

- All containers used to bury ashes must be biodegradable.
- Ashes may be poured directly into the burial site or buried in a linen bag tied with a short piece of leather. The church will provide the linen bag.
- A small bronze nameplate with the name of the person and dates of birth and death will be mounted on the large plaque at the west end of the garden.
- You may contact the Finance Director or one of the pastors for more information.

Fees

- All FUMC members and their families are welcome to use the church facilities at no charge.
- Non-members will pay \$300 to use the sanctuary, and \$70 to use the chapel, plus custodial services (\$15 per hour). If a bulletin is requested, there is a fee of \$75.
- If child care is required, there is a \$20 fee per hour.



Music

- The First United Methodist Church's staff organist is available to play for most funeral and memorial services that are held in the sanctuary. Since this is over and above the organist's weekly responsibilities, the suggested fee for the organist is \$100-\$225*, depending on the difficulty of the music and the participation of soloists or instrumentalists. If the FUMC organist is not available, the church will secure an outside organist. Mileage of 50 cents/mile is charged if the guest organist's travel exceeds 20 miles per round trip. Payment should be made directly to the organist following the service.
- Hymns and other forms of sacred music are most appropriate.

* The fee scale is recommended by the American Guild of Organists

Child Care

- Child care may be made available through the childcare coordinator.
- There is a \$20 hourly fee for non-members.



A Time for Everything

There is a time for everything,
and a season for every activity under
heaven:

a time to be born and a time to die,
a time to plant and a time to uproot,
a time to kill and a time to heal,
a time to tear down and a time to build,
a time to weep and a time to laugh,
a time to mourn and a time to dance,
a time to scatter stones and a time to
gather them,
a time to embrace and a time to refrain,
a time to search and a time to give up,
a time to keep and a time to throw away,
a time to tear and a time to mend,
a time to be silent and a time to speak,
a time to love and a time to hate,
a time for war and a time for peace.

Ecclesiastes 3:1-8