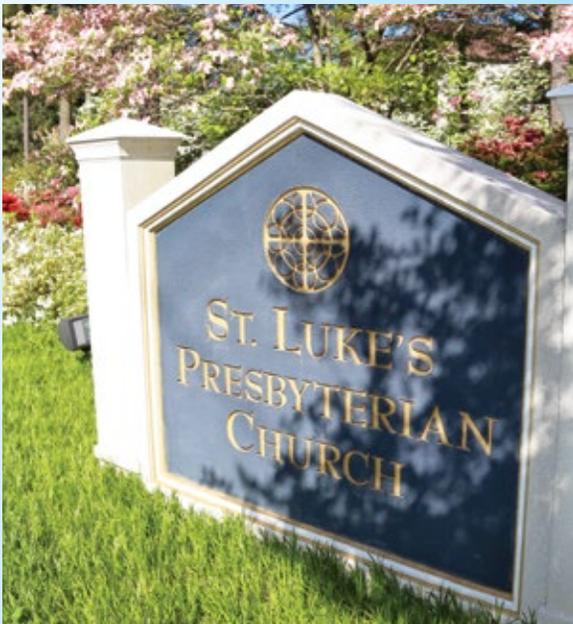


Working with families who have lost a loved one is a ministry of Saint Luke's Presbyterian Church. The Funeral & Memorial Guild volunteers are representatives of the church and are here to make the process easier for you.

Our church provides facilities and support in a time of loss within a Christian environment. In a time of death, we rejoice in God's promise of everlasting life through our Savior, Jesus Christ. We are grateful to be able to provide pastoral services, counseling, worship, and leadership at such a time. Be assured that all funeral services are conducted with dignity and simplicity. You and your loved ones will be in our thoughts and prayers.



Our Request of You

Please keep in touch with us. Since you have entrusted us with the care and spiritual wellbeing of you and your loved ones, we will continue to be concerned for you and your family. If you are not yet members of this growing faith community, please feel free to visit us in worship.

Please call if there are any questions. Our services are available to you, and we would like to help in any way possible.

The church's main number is
770.393.1424

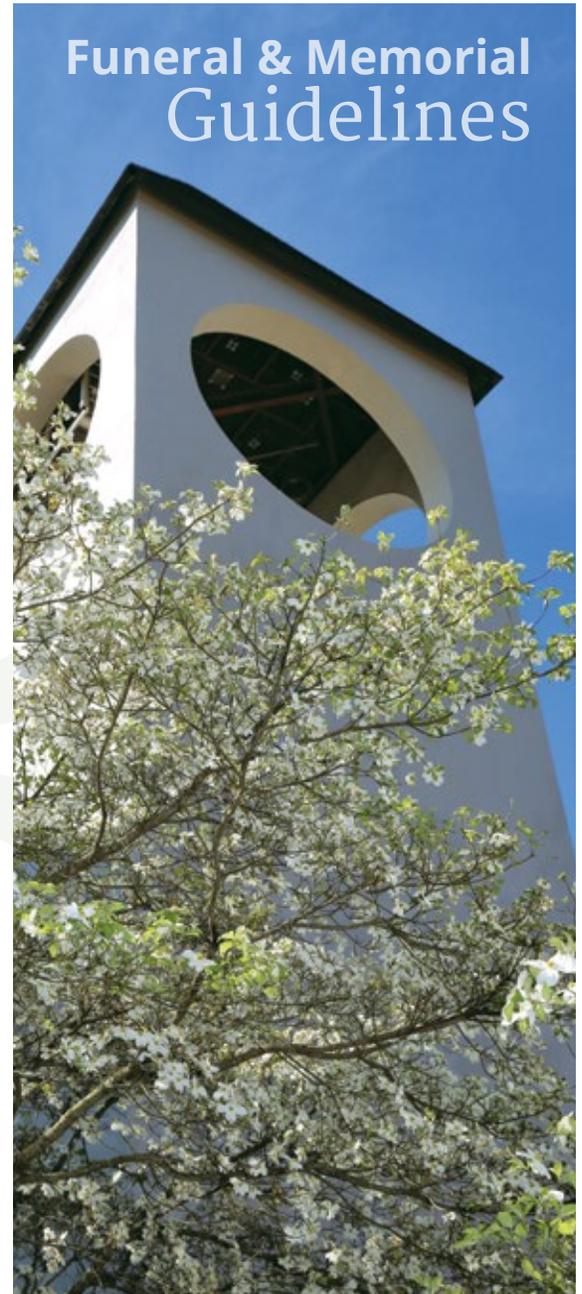
The address is
**1978 Mt. Vernon Road,
Dunwoody, Ga 30338-4617**

The Funeral & Memorial Guild Chair is
Jean Kammerer
who can be reached at
770.522.9612 or
kammererj@bellsouth.net

*Blessings, Comfort and Peace from
Jesus Christ, Our Savior, to You!*



1978 Mount Vernon Rd. | Dunwoody, GA 30338
770.393.1424 | www.slpres.org



Funeral & Memorial Guidelines



Planning the Service

When death has occurred or is imminent, the pastors or church office should be notified promptly. The minister conducting the service will meet with family to plan the service and contact the appropriate church volunteers and staff to assist.

In the Reformed tradition, a funeral service is always a witness to the resurrection. The service includes praise and thanksgiving to God for the gift of a life, affirmation of our trust in God's gift of life eternal in Jesus Christ, words of comfort to those who mourn, and the remembering and celebration of the life that has ended.

Ordained Pastors Perform all Services

All funeral and memorial services are performed by ordained clergy in order to ensure the theological integrity of the worship service. If the family desires another ordained clergy person to assist, the host minister must be consulted. Although we will strive to meet the desires of the family, our ordained staff retain final say on the order of the service, the theological and musical content, and who is responsible for assisting and leading the ceremony.

Music

The church organist is usually available for funerals and memorial services. An honorarium of \$150 is generally paid to the organist, and other musicians or singers are paid \$100 each.



Other Participation Fees

Although the pastoral staff, the reception committee, and the facilities staff do not have a set fee for Saint Luke's members, families typically provide an honorarium to the officiating pastors and a donation to the church.

For non-members, an honorarium of \$200 for the officiating pastors, and a donation to the church of \$250 to cover the cost of the reception and use of the building is appreciated. You may give these to the Funeral & Memorial Guild Chair prior to the service.

Columbarium

The Columbarium at Saint Luke's is a peaceful and private outdoor space for members and their loved ones to be interred on Church property or honored with a plaque on the Memorial Wall. If you would like more information about the columbarium, please contact the Chair of the Funeral & Memorial Guild.



Mementos

Pictures and mementos may be placed on the window sill in the narthex and/or on a table near the reception. If the family wishes to provide a guest book for visitors, it can be placed on a stand in the narthex.

Flowers

If the family wishes to provide flowers, a low arrangement can be placed on the communion table in front of the cross, or a large basket arrangement can be placed on the floor in front of the communion table. Any further flower questions can be discussed with the Chair of the Funeral & Memorial Guild. The name and phone number of the florist should be made available ahead of time. Flowers should be in the building at least one and one half hours before the service and removed by the family afterwards.

Additional Policies

The church is not liable for any items that are lost, stolen, or damaged. Care should be taken to keep valuables with you. Also, the use of alcohol in any form is prohibited within the church facilities or church grounds. Our church facilities are completely smoke-free.

Facilities

Saint Luke's Sanctuary, Chapel, or Parlor can be arranged to accommodate the service. The Great Hall, Lobby, and Parlor are available for a small reception provided by the church. It is a set menu of punch and finger foods. If the family would like additional items, please consult the Funeral & Memorial Guild Chair and a caterer.