

Parish Policy on Funerals Celebrated in St Paul's Church

1. Persons who presently are or who in the past have been members of St Paul's parish community and who are not excommunicate or openly hostile to the Christian Faith may have their funeral in St Paul's Church. They may also be buried (i.e. the Committal of the body) canonically from St Paul's Parish.

2. At **funerals canonically in the Parish** at which the Rector officiates:

The person must have been an active member of St Paul's parish community at the time of his/her death; or must be the grandparent, parent, spouse, sibling, child, or grandchild of an active member; or must have been a person for whom the Rector had active pastoral responsibility at the time of his/her death.

The funeral must fulfill the requirements of both *The Episcopal Church's Canonical Requirements for Funerals* and *the Parish Policy on Funerals Celebrated Canonically in St Paul's Parish* (see below).

3. At **funerals canonically in the Parish** at which another priest officiates:

The funeral must fulfill the requirements of both *The Episcopal Church's Canonical Requirements for Funerals* and *the Parish Policy on Funerals Celebrated Canonically in St Paul's Parish* (see below).

4. At **funerals in St Paul's Church but not canonically in the Parish**:

The funeral must fulfill the requirements of the *Parish Policy on Funerals Celebrated in St Paul's Church But Not Canonically in the Parish* (see below).

The Episcopal Church's Canonical Requirements for Funerals

1. The "Pastoral Offices" are the sacraments and other rites which the Church administers to persons at the important turning-points in their lives. The Pastoral Offices are regular liturgies of the holy Catholic Church and are celebrated within the total life of the Christian Community. They are not "private" services which the Church does for individuals apart from any commitment to the Christian Faith and active, responsible church membership. All the Pastoral Offices, therefore, are subject to the same standards as are all the liturgies of the Church:

- The liturgical forms set forth in the Book of Common Prayer must be used.
 - Any choral or instrumental music must be appropriate and liturgical.
 - Any ceremonial, flowers, candles, etc. used must be liturgical and in conformity with the recognized liturgical standards of the Church.
2. The Rector of the parish (under the Bishop of the diocese) is the final authority in all liturgical matters.
 3. When a death occurs, the Rector of the parish is to be notified as soon as possible, before an undertaker is chosen and called; and all funeral plans are to be made in consultation with the Rector.
 4. Funeral home wakes and prayer services are neither required by nor have any relationship to the Church's funeral liturgy. They are a matter of individual choice. If so desired, the body may lie in state in the church in place of a funeral home wake.
 5. The Book of Common Prayer does not provide for a "memorial service" funeral. The body or ashes must be present at a canonical funeral. In order for an entry to be made in the Canonical Parish Register, there must be an actual liturgical burial of the body or ashes.

A Requiem Mass (at which the body is not present and which is not a canonical funeral), however, may be celebrated for the departed at any time.

6. The coffin is closed before it is brought to the church and is not opened again. While it is in the church the coffin is covered only with a pall.
7. The funeral liturgy is celebrated in the church, normally within the context of the Eucharist. The burial of all Christians is identical in form; the Mass may be Solemn or simple.

The Prayer Book funeral liturgy is not appropriate for those who are unbaptised or have been openly hostile to the Christian Faith.

8. The purpose of the Church's funeral liturgy is:
 - to honor, bid farewell, and bury the body which was the creation of God and the temple of the person's spirit
 - to pray for the departed person
 - to affirm and proclaim the Christian doctrine of death and resurrection
 - to have Communion with the Triune God, the departed person, and the whole company of the Saints through the Sacrament of the Eucharist
10. No eulogies, testimonials, or non-liturgical additions to the liturgy are permitted.
11. Any fraternal or military ceremonies must be conducted before the body is brought to the church.

12. All members of the Church are encouraged to make funeral plans with the priest in the same way they make a Will.

**Parish Policy on
Funerals Celebrated Canonically in St Paul's Parish**

1. The funeral must fulfill the requirements of *The Episcopal Church's Canonical Requirements for Funerals*.
2. The funeral must be celebrated within the context of the Mass of Christian Burial, and all music and ceremonial must be consistent with established parish liturgical norms. (Eulogies, testimonials, and tributes are not permitted.)
3. The funeral may not be celebrated on a Sunday, a major Holy Day, or at any time that conflicts with scheduled parish events.
4. The officiating priest, if not the Rector, must be approved by the Rector.
5. If the officiating priest is not a priest of this parish, a designated representative of the parish must be present at the funeral. She/he is the Rector's official representative and thus the final authority in all matters.
6. No church furnishings may be moved, and the sacredness of the consecrated church-proper must be respected at all times. (Cellular telephones may never be used in the church, nor may food or drink be brought into the church-proper.)
7. Flowers and candles may only be used at the Altar. One of the parish's designated florists must be used to provide any altar flowers.
8. All music – instrumental and vocal - is under the jurisdiction of St Paul's Director of Music who is the final authority in all matters of music. It is always his prerogative to be the musician for the liturgy; if he does not play for the service his normal fee must nevertheless be paid (American Guild of Organists policy).
9. No additional flowers of any sort are permitted in the church buildings. (If delivered by a florist, they will be refused and sent back.)
10. Current charges for the Sexton and the Organist and the honorarium for a priest not of this parish are available from the Parish Office, and checks must be received before the funeral. (There is no charge for a priest of this parish, and the Rector suggests any

thankoffering in its place be made to St Paul's Foundation.)

**Parish Policy on
Funerals Celebrated in St Paul's Church
But Not Canonically in the Parish**

1. The funeral may not be celebrated on a Sunday, a major Holy Day, or at any time that conflicts with scheduled Parish events.
2. The officiating clergyman must be approved by the Rector.
3. A designated representative of the Parish must be present at the funeral. She/he is the official representative of the Rector and thus the final authority in all matters.
4. No church furnishings may be moved, and the sacredness of the consecrated church-proper must be treated with respect at all times. (Cellular telephones may never be used in the church, nor may food or drink be brought into the church-proper.)
5. Flowers and candles may only be used at the Altar. One of the parish's designated florists must be used to provide any altar flowers.
6. All music is under the jurisdiction of St Paul's Director of Music who is the final authority in all matters of music. It is always his prerogative to be the musician for the service; if he does not play for the service his normal fee must nevertheless be paid (American Guild of Organists policy).
7. No additional flowers of any sort are permitted in the church buildings. (If delivered by a florist, they will be refused and sent back.)
8. Current charges for the Sexton, the Organist, and the use of the church are available from the Parish Office and must be paid before the funeral.