

**Is it possible for us to have a fellowship time following the service?**

Receptions may be held on site following the service, with the United Methodist Women (UMW) providing the hostess, servers and set up. Coffee and Hot tea will always be provided. During warm weather or when children are expected to attend, punch may be requested as a

supplement. The silver coffee/tea service or airpots are available; either can be used, depending on what the family prefers. Table centerpiece flowers will be used from the church service and given to the family after the reception. Arrangements may be made for provision of food service through a caterer or other provider at your expense. Food must be prepared ahead of time and brought to the church on trays ready to be served. Display easels for photo boards are also available.

For members, constituents and their families: Cookies will be provided by a UMW fellowship group or special interest group with whom the deceased was affiliated (choir, Sunday School class, etc.)

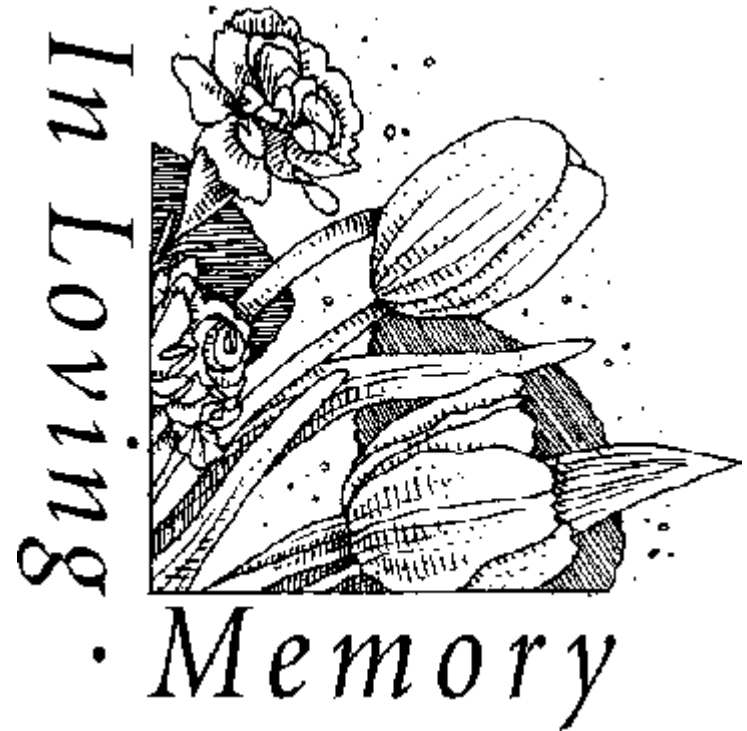
For non-members: The family will provide the cookies and bring them to the kitchen 60 minutes prior to the service. If more cookies are needed, they will be purchased and the bill given to the church office for the family to pay. Payment can be arranged with the office during regular business hours.

**How much will the reception cost?**

	<u>Member</u>	<u>Non-Member</u>
Fellowship Hall and Custodian	no charge	\$100.00 (church fee)
Reception Hostess	no charge	\$100.00 (UMW fee)
Supplies	no charge	\$50 - \$100* (UMW fee)

\* 50 or less attendees at \$50: over 50 attendees \$100 plus any additional cost incurred.

(rev. 09/23/10)



*Planning a  
Memorial Service  
for Your Loved One*

*First United Methodist Church  
1376 Olive Street  
Eugene, OR 97401  
541-345-8764  
eugenefumc@eugenefumc.org*

**Pastors: Debbie Pitney John Pitney**

*“For I am convinced that neither death or life, nor angels, nor rulers, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord.”*

Romans 8:38-39

**Dear Friend,**

As you receive this, we are meeting for the first time, following the death of a loved one. It is a time of sadness as you and your family experience a deep sense of loss. We want to help you through this time, offering comfort and strength as we remember the life of the one who has died. In our time together we want to share with you the hope that comes from faith that God is with you during this most special time.

You may have lots of questions about what to do next and how to plan for a memorial service. It is our hope that this brochure will answer those questions. In our experience, the most frequently asked questions are:

**How am I included in planning the memorial service?**

The pastor encourages families to take part in planning the service. Scripture readings, hymns, poems, songs, and sharing help us celebrate the life of your loved one. You are invited to help the pastor design a service that is fitting for your family.

**What should be included in the service?**

While every service is unique, most memorial services follow a common format.

- |                             |               |
|-----------------------------|---------------|
| Prelude                     | Prayer        |
| Words of Greeting and Grace | Lord’s Prayer |
| Hymn                        | Hymn          |
| Prayer                      | Benediction   |
| Scripture Readings          | Postlude      |
| Words of Memory and Faith   |               |



**How long will it last?**

Most services last between 30 and 45 minutes depending on special music and individual sharing. You are invited to share your desires about the length of the service with the pastor.

**What about the music for the service?**

The pastor will work with you to arrange for music. Our organist is available to play and can help with music selection. If you would like to invite a soloist to participate in the service, our organist will work with the person of your choice. The church can also provide a soloist for the service.

**Do you provide a program folder?**

The church will provide a printed order of worship printed on standard paper stock. If you prefer something special, we will print on the paper you provide.

**How much will it cost?**

The following fees apply to Memorial Services provided through the church:

	<u>Member</u>	<u>Non-Member</u>
Sanctuary	no charge	\$150.00
Chapel	no charge	\$75.00
Pastor	no charge	\$250.00
Organist*	\$150.00	\$200.00
Soloist	\$75.00	\$75.00
Sound Booth	no charge	\$50.00
Video Projection	\$50.00	\$100.00

(Child care is available upon request (\$15.00/hour))

\*If a guest musician is used, fees may vary.