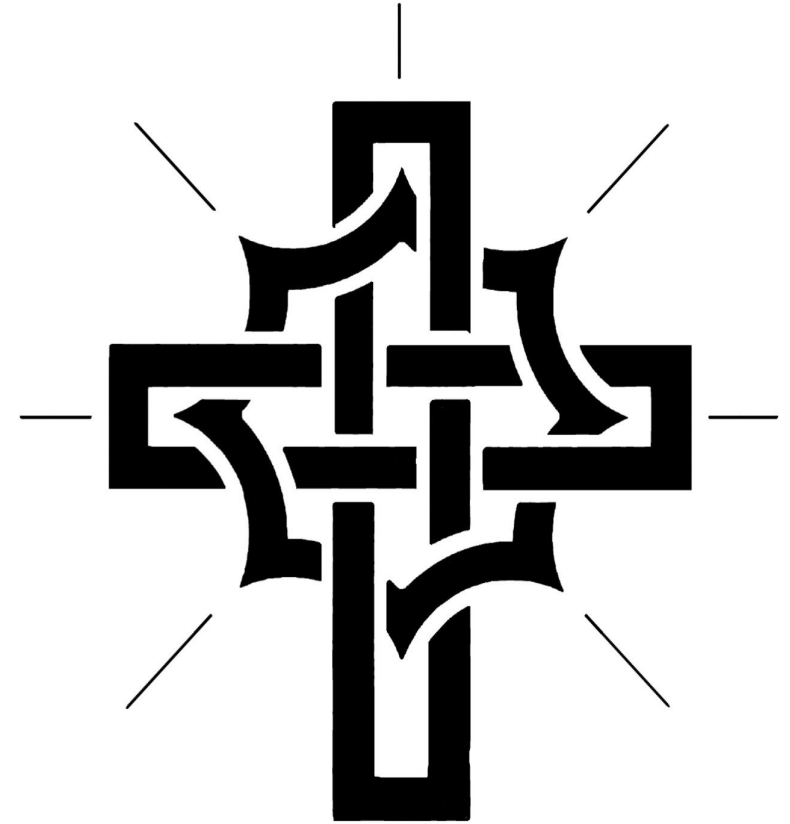


FUNERAL/MEMORIAL HANDBOOK



King of Glory Lutheran Church

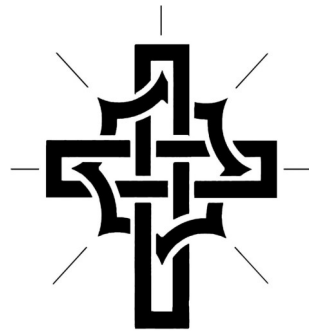
4125 Grand Avenue
Billings, MT 59106
406-652-1690

“I AM THE RESURRECTION AND THE LIFE.”

JOHN 11:25

The Mission of King of Glory is to: Worship the Living God, Receive Christ's Gifts, and Share God's Love.

Our hope is that we can bring you and your family the Good News of Jesus Christ during this most difficult time. While your loved one will be remembered in this service, they will be remembered as a child of God and most importantly we will remember what Jesus Christ did for them and for us. Therefore this service is worship to God who gave us life, forgiveness, and the promise of eternity.



This handbook should answer many of your questions about the planning of the funeral/memorial and what part our staff here at King of Glory will have. If at any time you have questions or concerns please feel free to call the church office at 406-652-1690

RECEPTIONS

MEMBERS OF KING OF GLORY LUTHERAN CHURCH:

The King of Glory Funeral committees will work with you and the Pastor to provide a reception that accommodates all who attend this service. There is no fee for this service; however donations are accepted.

NON-MEMBERS OF KING OF GLORY LUTHERAN CHURCH:

The King of Glory Funeral committee is available to facilitate a reception following this funeral/memorial service.

Committee members will help with setup, service, and cleanup. This includes setting up tables & chairs with tablecloths; making coffee, tea, and punch; replenishing food on the service table; and all cleanup.

The funeral committee will provide serving utensils and serving bowls/trays but will not provide food or paper/plastic products for your reception.

Please provide your own:

Paper/plastic products: plates, cups, napkins, and plasticware.

Beverage supplies: coffee, tea, punch, ice, sugar & creamer.

Food: As a way to serve you the funeral committee will help to order and pick up the food for your reception with the understanding that you will reimburse all food expenses.

Suggested items include:

Light Reception: cake, assorted nuts & candies

Meal Reception: meat & cheese trays, veggie trays, fruit trays, salads, meatballs, casseroles, rolls and sweet breads.

There is no fee for this service; however donations are accepted.

Contact: Karen Honnold 406-534-1718

RECEPTIONS

We feel a time to gather with family and friends for comfort and support is important. Our facilities can be used and set up with the aid of our staff and Serving Groups. If you choose to have a reception a member of our serving groups will contact you to discuss the details of the reception.

PICTURES & VIDEO PRESENTATIONS

While such things are not necessary elements of a reception, many people find them helpful in remembering those who have died. The King of Glory staff can help you in arranging pictures and should you choose to compile a video or PowerPoint presentation we have the technology to facilitate its projection.

OPEN MICROPHONE

Also not necessary for receptions but because this time is important for some families and not appropriate in worship, we are able to set up a microphone for you. *A word of caution: Not everyone is as articulate or cordial as they imagine. To avoid embarrassment or offense sometimes the best option is not to have open microphone time.*

RECEPTION SPACE:

Occupancy Limits -

Commons - 150 people

Downstairs Fellowship Hall - 75-100 people

No alcohol is permitted on King of Glory Lutheran Church property and smoking is prohibited within 50 feet of any building.

FUNERAL/MEMORIAL SERVICE

FUNERAL SERVICE:

The casket is present at the service. The casket may be open before service in the commons of the church, but will be closed when moved to the sanctuary for worship and the graveside services.

MEMORIAL SERVICE:

The casket is not present at the service. In the case of cremation, ashes may or may not be present at the service.

PLANNING

Your family will meet with the pastor who will preside and preach at the service. The pastor will meet you either in your home or at the church at your which ever is preferable to you.

This meeting will be an opportunity to talk about the beloved one who has died, set the date, time and place for the service, select hymns and scripture readings, indicate the nature of the service and spend time in prayer and consolation with the family.

BULLETINS

The staff of King of Glory can produce your bulletins. The pastor will discuss this with you during the initial visit and help you to choose a cover that is most suitable for this service.

SCRIPTURE

There are usually 2-4 readings during the service. A psalm may be read or sung by a soloist. Below are some suggested texts that are common to funeral/memorial services.

OLD TESTAMENT

Job 19:23-27a *I know that my Redeemer lives*
Ecclesiastes 3:1-8 *For everything there is a season*
Isaiah 40:1-11 *Comfort, O Comfort my people*
Isaiah 43:1-3a 5-7 *I have called you by name*
Isaiah 55:1-3, 6-13 *Everyone who thirsts, come*
Isaiah 61:1-3, 10-11 *He clothes me with salvation*
Isaiah 66:10-14 *As a mother comforts her child*
Jeremiah 31:8-13 *I will turn their mourning into dancing*
Lamentations 3:55-58 *I call on your name from the depths*

NEW TESTAMENT

Romans 5:1-11 *Peace with God through Jesus*
Romans 8:31-35, 37-39 *Who will separate us from the love of Christ?*
1 Corinthians 15:12-26 *Christ, the 1st fruits has been raised*
1 Thessalonians 4:13-14, 18 *Teaching about those who have died*
Hebrews 12:1-2 *Surrounded by a cloud of witnesses*
1 Peter 1:3-9 *A living hope through Jesus' resurrection*
1 John 3:1-2 *See what love the Father has given us*
Revelation 7:9-17 *God will wipe away every tear*
Revelation 21:2-7 *I saw the holy city*
Revelation 22:1-5 *The Lord God will be their light*



PSALMS

Psalms 23 *The Lord is my Shepherd*
Psalms 27 *The Lord is my light and salvation*
Psalms 42:1-5 *As the deer longs for flowing streams*
Psalms 46:1-7 *God is our refuge and strength*
Psalms 90 *Our dwelling place in all generations*
Psalms 91 *The shelter of the Most High*
Psalms 121 *I lift up my eyes to the hills*
Psalms 130 *Out of the depths I cry*
Psalms 143 *Lord, Hear my prayer*

GOSPELS

Matthew 5: 1-10 *Blessed are those who mourn*
Matthew 11:25-30 *I will give you rest*
Mark 10:13-16 *Let the little children come*
Luke 24:1-9 *The resurrection of Christ*
John 1:1-5, 9-14 *The light shines in the darkness*
John 6:37-40 *I will raise them up on the last day*
John 10:11-18 *I am the Good Shepherd*
John 11:21-27 *I am the resurrection and the life*
John 14:1-6 *I prepare a place for you*
John 14:25-27 *Peace I leave with you*

FEES & HONORARIUM

The staff and community of King of Glory Lutheran Church, while called by Christ to comfort those who mourn, are also called by this congregation to support the mission and ministry here at King of Glory day to day. The planning and implementation of the funeral/memorial service for your loved one will take time and energy from all involved. Therefore, appropriate response must be addressed to the following:

FEES:

Musician
\$150

Please make checks payable to the musician: _____

HONORARIUM:

Pastor - Called to be a servant of Christ and of the church the pastor does not charge a fee for the ministry conducted with and to your family. However, recognizing the significant time and energy invested in this service many families choose to extend a financial gift to the pastor as well.

Reception costs and fees are found on page 11.

SOCIAL & FRATERNAL SOCIETIES

The liturgical ministries of the Lutheran Church, which includes the burial of the dead, are forms of gospel proclamation that witness to members and the world. They are not occasions to support, augment, or complement nonchurch rituals. Any ritual apart from the proclamation of the Word and the administration of sacraments is inappropriate within the liturgies of the Lutheran Church. Therefore no social/fraternal societies will be included in the service in the sanctuary of the church or at the graveside committal.



GIFT DESIGNATIONS/MEMORIALS

Oftentimes, families and individuals wish to make a financial contribution to the church or other meaningful communities in recognition of the deceased. King of Glory has established a Memorial committee which will ensure the distribution of gifts in accordance with your wishes. If you would like to specify a purpose for your gift please talk to a pastor about your wishes. King of Glory also has an endowment which can receive gifts that will be used for the long-term support of this congregation.

MUSIC

The Christian Funeral is a worship service and secular music is usually not appropriate for this setting. If you have a favorite secular song, the reception may be a place to play it or prior to the beginning of the actual funeral/memorial service. The pastor can help arrange a musician to play for your service. Any outside musicians or vocalists should meet with the pastor to discuss the music and the reverential nature of the service.

Further consideration must also be given to the theology and singability of current contemporary Christian music. Many contemporary songs are difficult to sing in a congregational setting.

Conversations with the pastor will help you to determine the best music for this service.

Suggestions for hymns (from ELW Hymnal)

- 313 - Now let your Servant
- 377 - Alleluia! Jesus is Risen
- 381 - Peace, to Sooth Our Bitter Woes
- 422 - For All the Saints
- 423 - Shall We Gather at the River
- 502 - The King of Love My Shepherd Is
- 595 - Jesus Loves Me
- 613 - Thy Holy Wings
- 622 - Neither Death nor Life
- 629 - Abide with Me
- 721 - Goodness is Stronger than Evil
- 770 - Give me Jesus
- 773 - Precious Lord, Take My Hand
- 778 - The Lord's My Shepherd
- 787 - On Eagles Wings
- 815 - I Want to Walk as a Child of the Light
- 826 - Thine the Amen

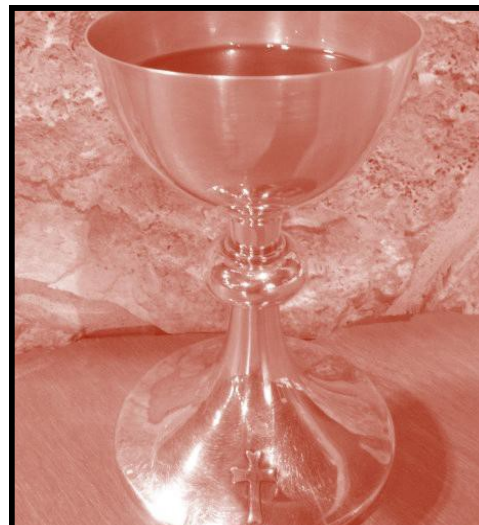


HOLY COMMUNION

The sacrament of Holy Communion was given by Christ for the sake of creating and sustaining faith in His church.

We believe that in the sacrament Christ is present to us. He comes to us to meeting us in our grief, sorrow, sin, and suffering. In Holy Communion, Christ's death is proclaimed and we are among those who remember and participate in the last supper. Our sin is forgiven and we catch a glimpse of the promised future. Holy Communion gives us a foretaste of the Heavenly banquet feast to come in the coming kingdom of God as we eat with the Lord Jesus Christ and all who have been united in his name.

At King of Glory Lutheran Church we encourage, but do not mandate that Holy Communion be a part of funeral/memorial services. Please arrange with the pastor if you would like the service of Holy Communion to be a part of this funeral/memorial service.



SPEAKERS

The memories of your loved one are precious and comforting at this time, but often very hard to deliver at the service by family and friends. If there are to be outside speakers, you must limit them to no more than two, and each is allowed no more than five minutes.

Family members often find significance in reading one of the selected scripture passages. This can be coordinated with the pastor.

FLOWERS

Flowers can be an important image & symbol of the hoped for promise of resurrection as we consider the beauty of the new life in Christ. However, flowers are not “essential” for the worship service. Due to the high cost of flower arrangements we encourage thoughtful consideration toward “limiting” the number of flower arrangements that you purchase.

Should other family & friends wish to send flowers for the service they may be sent to the church office and our staff will arrange them in the sanctuary. Changes to this arrangement should be coordinated with the church staff to avoid blocking walkways or important elements of the worship space.

VIDEO RECORDING/PHOTOGRAPHY

The service may be video taped discretely from the balcony. Due to nature of the service, we ask that there be no flash photography during the funeral/memorial service.