



Dear Family of the Departed,

Our condolences and prayers go out to you in this, your time of loss. We want to handle your loved one's final arrangements with care, and we are here to assist you in any way we possibly can. Please contact the pastor as soon as possible. A meeting will be arranged to share stories of your loved one, figure out a date for the service so people can be notified, and discuss ideas for the service(s). If desired, you can ask the pastor to accompany you to the funeral home to make arrangements.

This document will help you in making these final arrangements for your loved one. If any question should arise that is not covered here, we will work with you in answering them.

Again, please accept our condolences on your loss. Know that our thoughts and prayers will be with you. We look forward to serving you.

Contact Information for St. Martin's Lutheran Church

Interim Pastor

Rev. Tim Marquez

Email: pastor@stmartinslc.org

Church Office: 281.980.0695

Office Manager

Mary Rowell

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Church Office: 281.980.0695



Office Hours

Tuesday - Friday

9 AM - 2 PM

Church Musician

Jenny Salyers

Email: jenny_salyers@yahoo.com

Cell: 713.591.3312

Church Information

St. Martin's Lutheran Church

Address: 1123 Burney Road, Sugar Land, TX. 77498

Phone: 281.980.0695

Website: www.stmartinslc.org

Questions

Death often brings up complicated emotions. Yet, in the midst of swirling thoughts and feelings, certain logistics need to be addressed. Some initial questions that the pastor will pose and explore with you are as follows:

- What stories or photos do you want to share about the person who died?
- Did your loved one leave you with any service preferences?
- What kind of service is desired: funeral? memorial? interment?
- What date might be best for services?
- What scripture lessons might be appropriate?
- Are there any musical preferences: hymns/songs? soloists? preludes/postludes?
- Are there any people you might want to ask to speak?

These questions do not have to be answered at that first meeting. You might need some time to talk with others and just think. That is understandable. To help you with this process, we have listed the service components at the end of this document, along with various suggestions about music and scripture.

Additional questions will arise when the time is right. Examples include whether or not there will be a reception, pallbearers, designated memorials, or a bulletin (photo? obituary?). Do not be overwhelmed by these decisions now; the answers will unfold.

Eulogy or Remembrances

Given by family or close friends, these personal reflections should be no more than three minutes each. One to three remembrances are recommended.

Flowers

Flower arrangements of any size can be used to decorate the sanctuary area; the church has a few pedestals that can be used to display these arrangements. No flowers will be placed on the altar, nor can they be placed anywhere that they would interfere with necessary traffic flow. Flowers are also welcome in the foyer.

Photo Table

Should you desire, you can create a table of various mementos and photos. We will work with you if this is something you might want.

Audio/Visual

Should you need to include pre-recorded music, film clips, or computer-generated imagery, we can accommodate you. A church-trained and approved A/V tech is provided.

Fees

Here is a breakdown of the funeral fees. Make out one check to the church and St. Martin's will render individual payments to all parties using its payroll system. You may bring the check to the church before the service or on the day of the service.

Pastor: An honorarium is given to the pastor for the services provided. The standard fee is **\$300**.

Fees (as appropriate): Though consideration will be given to the size and complexity of the service, these fees are customary.

- **Facility Coordinator** **\$150**
 - *set-up and clean-up*
- **Audio/Visual Technician** **\$150**
 - *support sound and insert media (if desired)*
 - *selected from church's list of authorized people*
- **Bulletins** **\$100**
 - *preparation and printing*
- **Church Musician (service only, no vocalists)** **\$300**
 - *plays piano or organ for service*
 - *if not available, a substitute can be found.*
 - *extra: accompany soloist (\$50)*
- **Church-Provided Vocal Soloist** **\$150**
 - *Church Musician can direct you to trained voices.*
 - *extra: additional solos (\$25)*

Standard Funeral / Memorial Service

Based on the Evangelical Lutheran Worship hymnal

Gathering	Apostle's Creed
Entrance Hymn	Prayers of Intercession
Thanksgiving for Baptism	<i>OPTIONAL: Communion Liturgy</i>
Greeting	Lord's Prayer
Prayer of the Day	Prayer after Communion
<i>OPTIONAL: Eulogy or Remembrances</i>	Commendation
Scripture	Benediction
Gospel	Dismissal
Sermon	Sending Hymn
Hymn of the Day	

Scripture Suggestions

Old Testament Reading

Job 19:23-27a

Ecclesiastes 3:1-15

Isaiah 55: 1-3, 6-13

Lamentations 3:22-26, 31-33

I know that my Redeemer lives

For everything there is a season

Everyone who thirsts, come to the waters

The steadfast love of the Lord never ceases

Psalm

Psalm 23

Psalm 42:1-7

Psalm 121

Psalm 139

The Lord is my shepherd

As a deer longs for flowing streams

I lift up my eyes to the hills

You knit me together in my mother's womb

New Testament Reading

Romans 8:31-35, 37-39

Hebrews 12:1-2

Revelation 7:9-17

Revelation 21:2-7

Who will separate us from the love of Christ

We are surrounded by so great a cloud of witnesses

God will wipe away every tear

I saw the holy city, the new Jerusalem

Gospel

Matthew 5:1-10

Luke 24:1-9, 36-43

John 10:11-16

John 11:21-27

John 14:1-6

Blessed are those who mourn

The resurrection of Christ

I am the good shepherd

I am the resurrection and the life

In my father's house are many rooms

Hymn Suggestions

- # 379 Now the Green Blade Rises
- # 396 Spirit of Gentleness
- # 397 Loving Spirit
- # 433 For All the Saints
- # 439 Soon and Very Soon
- # 456 Baptized in Water
- # 459 Wade in the Water
- # 485 I Am the Bread of Life
- # 608 Softly and Tenderly Jesus Is Calling
- # 613 Thy Holy Wings
- # 619 I Know That My Redeemer Lives!
- # 638 Blessed Assurance
- # 646 The Peace of the Lord (La Paz del Senor)
- # 661 I Love to Tell The Story
- # 732 Morning Cry
- # 765 Lord of All Hopefulness
- # 773 Precious Lord, Take My Hand
- # 779 Amazing Grace
- # 780 Shepherd Me, O God
- # 787 On Eagle's Wings
- # 790 Day by Day
- # 793 Be Thou My Vision
- # 826 Thine the Amen