

Guidelines for the Funeral / Memorial Mass

CONTACTS:

*Your first contact should be to the funeral home. Once arrangements are made with them, they will contact the Administrative Assistant at St. Paul's staff to book your mass.

*Katie Van Damme, the Adult Faith Formation Coordinator, (671-2100 x24) will assist in planning your funeral mass along with readings and music selections. Please look over music and reading suggestions prior to meeting with Katie.

FLOWERS:

*Floral arrangements are always encouraged as part of a Funeral Mass. All arrangements should come from a reputable florist and should be delivered no less than one hour prior to the celebration. They will be displayed in the sanctuary by Church staff. For special requests please consult the Adult Faith Formation Coordinator.

MUSIC:

*We will provide a musician and cantor for your mass. Their fees are included in the church fee which is payable through the funeral home. This does not include a stipend for the presider.

*The music should come from the list provided due to the religious significance of the funeral rite. If you desire to have another liturgical hymn that is not listed there, please let us know and we will seek approval from our Music Director. Music should be chosen as a sign of praise to God.

*Secular music, such as *Oh Danny Boy*, is not approved for liturgical celebrations.

CREMAINS:

*If there are cremains, **all cremains** must be present in one urn at the funeral mass. This urn is also the one that will be interred at the gravesite following the funeral mass.

*A table will be placed in the front of the sanctuary for cremains along with a picture of the deceased, if so desired. We ask that you respectfully limit pictures to one.

CASKET:

*After blessing the casket the pall (a white sheet of fabric that is designed to cover a casket during a funeral Mass) will be placed onto it. This can be done by the family, the pall bearers, or the funeral home directors.

*The casket will be processed and recessed by the pall bearers. The family will follow the casket into the church and then be seated at their designated reserved seats. At the closing of mass the family will again follow the casket out into the Narthex for the final blessing.

WORDS OF REMEMBRANCE AND THE HOMILY:

*The words of remembrance provide a brief insight into the “Catholic faith and values of the deceased as seen through the lens of one or two examples of his / her life” (Addendum 6, Policies for the Administration of the Sacraments). They should follow what are called the ABC’s: **A**ppropriate, **B**rief, and **C**hrist Centered. They should be 3-5 minutes in length and will be given just before the First Reading. This should be delivered by someone close to the deceased. The words of remembrance are an optional part of the funeral mass.

*The homily, which is given by the deacon or priest, is based on the liturgical readings. Some information about the deceased, in relation to the readings, will be included in the homily. The homily relates Christian death to the Lord’s death and resurrection.

READERS:

*Readings should be selected from the attached documents. However, we cannot use anything listed as a first reading for a second reading or vice versa.

*We ask for those planning the funeral mass to select three readers, either family or friends, for the first reading, the second reading, and the Prayers of the Faithful. The Adult Faith Formation Coordinator will supply a lector if necessary.

*Readers should be in good faith, devout, and familiar with the lectionary processes.

*If there is a biblical reading you would like to use that is not listed, please speak to the Adult Faith Formation Coordinator for further assistance.

*You do not have to choose a Gospel reading. The priest or deacon will select and read the Gospel.

REVERANT REMINDERS:

*We will provide greeters and ushers to assist your guests.

*A Cross bearer will proceed and recede at the beginning and end of mass can also be selected from your attendees. If none are selected an usher will assist.

*The funeral / memorial mass is separate from calling hours and cannot be used as a substitute for it. We respectfully ask that people do not gather in the Narthex before the funeral.

*A Guest book is allowed in the for attendees to sign.

*The Narthex, or church entrance, is an extension of the Church. Reverence is always needed.

*Photographs are limited to one that will be displayed with the cremains. No photographs, posters, or wall hangings are allowed in the Narthex.

*Programs are welcome. Please have copies brought to the church one hour before the mass or the day before the funeral liturgy. The Ushers will assist in handing them out to your guests.

*Masks are optional at this time.