



OUR SAVIOR'S

LUTHERAN CHURCH

Funeral Policy

Approved – September 11th, 2024

“At a person's death, the church shares the grief of those who mourn and remembers the brevity of life on earth. At the funeral, we give voice to sorrow, thank God for our loved one, and entrust this companion of ours into the hand of God. Trusting in God's promise in baptism that we are claimed by Christ forever, we rest in the sure hope of the resurrection. When the church gathers to mark the end of life, Christ crucified and risen is the witness of worship, the strength of mutual consolation, and the hope of healing.” (*Evangelical Lutheran Worship*, p. 279).

For the baptized, each day we are reminded that we die to sin and are made alive in Christ. Death is a part of life. Yet we live in a culture that does not always confront death honestly. Funerals, then, serve a significant role in our life's journey as we honestly confront the harsh reality of death, while at the same time, witnessing to our hope in the promise of eternal life. Our Savior's Lutheran Church is privileged to share this journey with you as we entrust your loved one to God's eternal care, and as we give thanks to God for the promises made to each and every one of us.

Utilizing the Services of a Funeral Home

Our Savior's Lutheran Church strongly recommends utilizing the services of a funeral home. These professionals not only handle all of the details laid out in this policy, but they often tend to numerous other hospitality and supportive details that are not managed by the church, the pastor, or family members. In your consideration of funeral preparations, please consider partnering with funeral professionals.

Valley City Funeral Services

Oliver-Nathan Funeral Chapel

251 Central Ave. S., Valley City, ND 58072

(701) 845 – 2414

o-nchapel@bektel.com

www.olivernathanchapel.com

Lerud Mathias Funeral Home

515 Central Ave. N., Valley City, ND 58072

(701) 845 - 3232



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www.ourlutheran.org

Application of this Policy

While Our Savior's Lutheran Church strongly recommends utilizing the services of a funeral home, we recognize that, for a variety of reasons, individuals and families may choose to handle arrangements without such a service.

Generally, when working with a funeral home, the particulars and planning of the service detailed herein are tended to by the funeral home in conjunction with the family, church, and pastor. Additionally, any honorariums and fees listed herein are generally included in the cost of contracting with a funeral home, and distribution of such honorariums and fees to the church, pastor(s), musicians, etc. fall to the care of the funeral home. Still, when utilizing the services of a funeral home, this policy may provide guidance for individuals and families. Thus, subheadings in this policy marked with an asterisk (*) shall be applicable and relevant to those both utilizing and not utilizing the services of a funeral home.

For those not working with a funeral home, or when particular services detailed herein are not provided through a funeral home, this policy shall be applicable and relevant for all such subheadings detailed herein.

Scheduling the Funeral & Capacities*

Setting a date and time for a funeral is done in conversation with the church office, and is subject to church and pastoral availability.

Funeral services are held in the sanctuary which has a capacity as follows: Main Sanctuary: 225-250; Overflow Room: 25-30; Balcony: 70-75; for a total capacity of 320-355. If there is a burial, the funeral service continues and concludes at the graveside.

Visitations prior to the service are held in the upstairs gathering area and the sanctuary. Fellowship meals following service are held in the downstairs in the dining rooms which have a total seating capacity of 175.



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Planning and Structure*

The pastor will assist the family members in planning the service, including offering recommendations for scriptures and hymns.

A funeral service held in the church is a service of worship, celebrating the deceased's life and the promise of eternal life through Jesus Christ. Consequently, all parts of the service are to be consistent with the present worship practices of the Evangelical Lutheran Church in America and Our Savior's Lutheran Church.

Generally, the outline for the funeral and burial service as found in *Evangelical Lutheran Worship* will be followed, with the service including a welcome, scripture readings and hymns, a sermon by the pastor, and prayers of blessing and commendation. The family may suggest other items to be included in the service, such as family remembrances and/or a eulogy, in conversation with the pastor. Family participants as readers and assistants in worship are welcomed and encouraged.

Who Will Officiate?*

A pastor called to Our Savior's Lutheran Church will conduct all funeral services held at Our Savior's. Any requests for another pastor or lay person to officiate or assist in the service must be approved, in advance, by the Lead Pastor of Our Savior's Lutheran Church.

Music and Livestreaming*

Our Savior's can recommend musicians and soloists for a funeral upon request. When working with a funeral home, the funeral home will generally work to contact and schedule musicians and soloists for a funeral.

When not working with a funeral home, it shall be the responsibility of the family to contact and schedule the musicians and soloists for a funeral. It shall also be the responsibility of the family to provide musicians and soloists honorariums for their work which may be worked out on an individual basis. Recommendations for honorariums can be found under the "Honorariums & Fees" header in this document.



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Pre-recorded music may also be appropriate during a funeral service. Any pre-recorded music will be played over the sound system at Our Savior's, and must be approved by the pastor prior to the funeral.

Funeral services may also be livestreamed. Funeral homes may provide their own streaming equipment and may stream the service to their own individual webpages.

Upon request, services may also be streamed on the Our Savior's Lutheran Church Facebook Page (@OurSaviorsValleyCity). Our Savior's carries streaming licenses and permissions that cover the sharing of funeral services and hymnal music, though generally not pre-recorded songs. Music and other elements of the funeral (poems, readings, recordings, etc.) that are not covered by Our Savior's streaming licenses and permissions may be blocked and muted online.

If a funeral is to be livestreamed by the church and not by the funeral home, Our Savior's will be responsible to coordinate a person to livestream the service, and a fee of \$25 will be charged to offset licensing and system-management costs.

Flowers*

Flowers arrangements and ordering are handled by the family or through a funeral service provider. Generally, flowers will be delivered by the floral shop direct to the church for funerals.

Dakota Rose Floral
(701) 845 – 3291
www.dakotarosefloral.org

Memorials*

Our Savior's Lutheran Church will lovingly and gratefully accept any memorials made to the church. Memorial donations may be especially appropriate to **Our Savior's Foundation Inc.**, which cares for the long-term legacy and vision of Our Savior's. In conversation with the pastor, the family may also designate memorials to other areas of specific need within the church.



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Fellowship Meal*

When space and service are available, the church will do everything possible to accommodate requests for a fellowship meal following a funeral service. Fellowship meals following service are held in the downstairs in the dining rooms which have a combined seating capacity of 175.

Funeral serving groups coordinated by the church provide hospitality for the fellowship meal, as well as dessert bars, coffee, lemonade, and water.

For those seeking a more substantial meal following a funeral, Our Savior's recommends that the family either provide its own food, or contract with a local caterer.

Valley City Caterers

Bill's Variety Eats – Bill Poukka

(701) 710 – 0250

William.poukka@hotmail.com

Cleaver's Catering – Lori Jury

(701) 845 – 1558

(701) 490 – 1034 (cell)

lljury2@msn.com

www.cleaverscatering.com

When utilizing the services of a funeral home, the costs associated with food and hospitality fall to the care of the funeral home. When not utilizing the services of the funeral home, the costs associated with food and hospitality fall to the care of the family. Rates and additional honorariums for funeral hospitality can be found under the "Honorariums & Fees" header in this document.



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Service Folders/Bulletins

Upon request, Our Savior's may produce a service folder/bulletin for use during the funeral. These funeral bulletins utilize a standard format and will be printed on standard 8.5"x11" white paper. The service folder/bulletin will contain an order of service and, if not in the hymnal, the words to congregational hymns. They may also include the place of burial, the pallbearers' names, other participants' names, an invitation to a reception following the funeral/interment, a short biography of the deceased, a meaningful poem or scripture, and/or a photo as requested and provided by the family.

Information for a service folder/bulletin must be submitted to the pastor and church office no later than one week prior to the service. Our Savior's will be responsible for printing these bulletins at a charge of \$.80/copy.

Those seeking a more personalized format or professional quality are advised to secure the services of funeral and/or printing professionals.

The Day of the Service*

In conversation with the church ahead of time, tables and easels may be provided and set out for pictures and other displays. The church will also be responsible for setting up the gathering and worship space for the funeral with tables and flower stands as needed.

Ten minutes prior to the beginning of the service, the family will meet in the Family Gathering Room with the pastor(s) leading the service. This time is used for prayer and reviewing the order of service.



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Honorariums & Fees

Below are required fees and recommended honorariums for those providing leadership, and reflect the cost of services provided not just the day of the funeral, but the associated pre and post work. These rates parallel those established by local funeral services and professionals. Normally, when working through a funeral service, these honorariums and fees are included as part of the funeral package. Honorariums and fees are payable by cash or check (see below for more details).

Funerals for non-members (not a baptized or confirmed member, or not immediate family of a baptized or confirmed member) of Our Savior's Lutheran Church are subject to a different fee schedule. For all funerals, some fees may not be applicable.

Fees

Fee	Amount	Notes	Check Payable To:
Funeral Management	\$750	<i>Only for parties not utilizing the planning services of a funeral home.</i>	Our Savior's Lutheran Church
Building Usage	\$150	<i>Waived for Members</i>	Our Savior's Lutheran Church
Building Maintenance and Cleaning	\$75		Direct to Our Savior's Custodian (name to be provided by church)
Livestream	\$25	<i>Only if Livestreamed by OSLC and shared to the OSLC Facebook Page</i>	Our Savior's Lutheran Church
Service Folder/Bulletin	\$.80/copy	<i>Only if printed in Office</i>	Our Savior's Lutheran Church
Fellowship Meal	\$250 + cost of specialty food requests (if any)	<i>Only if funeral servers provide hospitality. This fee is still applicable if meal is catered, and Our Savior's provides meal service and hospitality.</i>	Women of Our Savior's



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Honorariums

Honorarium rates are given as suggested minimums. Honorariums above and beyond these amounts are greatly appreciated.

Honorarium	Suggested Minimum	Notes	Check Payable To:
Pastor/Leader	\$250	<i>The same honorarium should be given to each Pastor/Leader if there are multiple</i>	Direct to the Pastor/Leader
Musician/Organist	\$175	<i>The same honorarium should be given to each musician/organist if there are multiple</i>	Direct to Musician/Organist
Soloist	\$175	<i>The same honorarium should be given to each soloist if there are multiple</i>	Direct to Soloist