



**Stairs Memorial United Church**

44 Hester St.

Dartmouth, NS

B3A 1K2

(902) 466-4389

stairsmemorial@eastlink.ca

www.stairsmemorialunitedchurch.ca

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## **FUNERAL POLICY**

Approved at Executive Council: September 25<sup>th</sup>, 2023

Modified/Revised: \_\_\_\_\_

### **PURPOSE**

We, at Stairs Memorial United Church, recognize that planning for a funeral or memorial service, can be a stressful process. Our hope is that this funeral policy will help alleviate some of those stresses. It will also create transparency and provide clarity for all involved with its information.

### **POLICY**

If a funeral has been requested to be held at Stairs Memorial United Church, the following people will need to be contacted: the minister, music director, office administrator, and tech team to ensure availability on all parties involved.

Also, the family will need to meet with the minister at least once to plan and prepare the service of celebration of life.

### **FEES**

It is often a difficult time to talk about money. We suggest fees are as follows:

- Organist: \$200.00 (cheque may be payable to Byron Hermann. If the organist is accompanying a soloist, there is an additional fee of \$75 because of the time needed to learn and rehearse the music).
- Tech Support/Zoom/Livestreaming if that's an option you choose: \$100 (cheque may be payable to Jack Godfrey)

### **HONORARIUMS**

Some people also choose to give other donations or honouraria. Whether you choose to give some or all of these and the amount you give is completely at your discretion. Some people ask for guidance around amounts, so we offer the following suggestions:

- Minister: \$300.00 (cheque may be payable to Kymberly Burke)

- Church: This may be designated to a particular ministry or fund, or you can leave it to the church to decide where it is needed most (cheque may be payable to Stairs Memorial United Church). There will be a tax receipt issued for donations made to the church.
- UCW for providing a reception.

### **COMPASSION CLAUSE**

We, at Stairs Memorial United Church, understand that the celebration and thanksgiving for a person's life is an important part of our walk of faith as we lift up our hope in Christ for us all. We are deeply honoured to be taking part in this service and recognize that not all may be able to pay the fees or honorariums. If any of these fees are a hardship, the service will be done as a gift to the family.