

Plans for Life Celebration

Pastoral Considerations and Service Planning

Death as a doorway to Life

- We believe that in death, life is changed not ended, and that when the mortal body lies in death, there is prepared for us a dwelling place in the heavens.
- Yet, death is a significant stretch of the journey – for us and our loved ones – and there are plans we can make for a good and holy death that will help us and them.

Illness

- When you are seriously ill, please call the Emergency Pastoral Care cellphone: 757-784-8881. Day or night. Please do not wait. You do not have to have a terminal illness to call.
- Do *not* leave a message about an acute illness on the church's telephone message system or on e-mail. Always call the Emergency Pastoral Care cellphone directly.
- Also use the emergency pastoral care number if someone close to you has died so that we can pray thanksgiving for the life of that person and find out what your needs might be for bereavement care.
- If you are a caregiver and having trouble keeping up with care needs, talk to the clergy, or the pastoral care coordinator, who know of volunteer resources inside and outside the parish.

Pastoral care for end of life

- The clergy are interchangeable and you may see all of us in the course of end of life care as well as selected pastoral caregivers.
- We will offer to visit you in hospital, home or Hospice House if notified and if it accords with your wishes. You are in control.

- Pastoral care will include the contact person, as well as you and will include care after your death.
- Clergy will offer to return near the time of death for “Ministration at the Time of Death” (sometimes known as “last rites”). See BCP 462-465 or Enriching Our Worship vol. 2, prayers.
- After your death, pastoral care will be available to help your family with the immediate hour(s) after the death, including prayer, anointing and care, if so desired.
- The family is responsible for making sure that the casket or ashes are delivered to the church. Upon reception of the remains, the clergy will say the prayers on BCP p. 466-7 or another appropriate prayer.

Funeral arrangements

- This step is exceedingly helpful to your family/friends.
- Although a local funeral home may help guide you through the many details involved at the time of death, you do not have to involve a funeral home. If you desire the simplest services (i.e., removal of body and cremation), they can be done by the Cremation Society of Virginia (757-643-8945). CSV services are the least expensive at about \$1,450. Ashes may take up to 10 days to prepared b/c you wait “your turn” for the crematorium in Newport News.
- Local funeral homes at Nelson’s and Bucktrout provide cremation services at a reasonable fee and don’t apply pressure to purchase “extra” services, and are available to guide you through the process.
- Visitation (opportunity for family/friends/colleagues to gather with the body the day before the service) is not provided in the Episcopal Church but may be an important part of your family tradition. If so, please engage a funeral home’s services.
- If you are a member of St. Martin’s church or associated with a member, you may have your ashes committed to the Bell Tower

Memorial Garden either by committal directly under the tower (with plaque on tower pillar), ashes committed to the ground (with ground plaque on stone paver). The cost of the ground burial is \$174 (for the plaques). Currently, there is no charge for using the Memorial Garden, but we hope you will consider a donation for the maintenance and upkeep of the Memorial Garden.

- Make a plan for your cremains, and resource the plan so that you don't end up in the garage or on your niece's mantelshelf.

Persons and Resources who can be helpful to you

Hospice House: 757-253-1220

Geneva Perry (Attorney): 757-722-0611

St. Martin's Endowment Committee Jim Pierce: 757-258-4643

Clergy-types and palliative care folk: The Rev. Cathy Boyd and/or The Rev. Lisa Green, 757-229-1111; Martha Caruso 757-229-1111. Emergency Pastoral Care phone 757-784-8881.

Care toward Your Family

Name (Last, First, Middle):

Name under any previous marriages:

Date of Birth

Place of Birth (city, state)

Father's Full Name

Mother's Full name

People who should be invited to the funeral (including family) and their phone number, address, and email information

Newspaper in which you wish your obituary to appear (cost)

Your self-prepared obituary

Memberships (societies, clubs, church(es), service organizations, etc.)

Social Security number

Branch of military service

Military service/serial number

Name, address and telephone of lawyer holding your legal documents

Name, address and telephone of employer/pension manager/investment manager

Bank accounts and/or safety deposit boxes (location name and keys)

Location of insurance policies (and name and contact info of company)

Location of deed, mortgage agreement, lease, car title documents, etc.

Location of papers concerning my arrangements as to tissue/organ donation if applicable

Estimated number of death certificate copies needed to process my estate (required for Social Security, each insurance policy, each transfer of securities, properties, etc.)

Location of notes concerning funeral planning and other matters related to my end of life care

Passwords: (Recommend in safety deposit box in bank, or firebox in home)

Date this form was last revised:

Special Notes

- Make sure all legal documents (bank accounts, life insurance policies, pension beneficiary forms, etc.) accurately reflect current status (i.e., if your former spouse is still listed)
- Provide adequate financial arrangements for your spouse (especially in cases of a blended family)
- Surviving spouses may have memory issues that are not evident during your final illness. Consider setting up your spouse with a shadow friend who knows your wishes and can assist.

My Celebration Plan

Name (Last, First, Middle)	
Date of Birth	
Family Contact Name and Phone Number	
Family Contact E-mail	
I would like the service to	<input type="checkbox"/> Include Holy Eucharist <input type="checkbox"/> Not include Holy Eucharist
	<input type="checkbox"/> Use Rite I language <input type="checkbox"/> Use Rite II language <input type="checkbox"/> Use Enriching our Worship (loaner copy available) <input type="checkbox"/> Use "For a person not professing Christian faith"
I would like	<input type="checkbox"/> A funeral (casket or urn present) <input type="checkbox"/> A memorial service (no remains present). <i>Note this may be a timing issue.</i>
I would like the Opening Anthems	<input type="checkbox"/> Said <input type="checkbox"/> Sung
Scripture readings I would like read (2 to 3 readings plus 1 or 2 psalms)	Old Testament Psalm

	<p>New Testament</p> <p>Psalm (or additional hymn)</p> <p>Gospel</p>
Hymns I would like sung	<p>Opening Hymn</p> <p>Communion Hymns</p> <p>Closing Hymn</p>
Special Prelude or Postlude music I would like played	
Special instructions concerning musicians	
People I would like to participate if possible (readers, chalice bearers, pallbearers, greeters, ushers, reception chair, etc.)	
Clergy I would like to be invited to participate	
Ministries I've been involved in at St. Martin's	

Committal Instructions	<input type="checkbox"/> Bell Tower Memorial Garden <input type="checkbox"/> Other location: _____
	<input type="checkbox"/> Immediately after the Celebration Service <input type="checkbox"/> Other Time/place: _____
Florist I will use	
Provider for removal of body and preparation of remains (may be Cremation Society of VA or a funeral home)	
Reception instructions	Tone: Number of people: Approximate time of day: Location:

<p>Memorial Gifts:</p> <p><i>(Please consider a planned gift for St. Martin's. In addition, we would like to know other organizations to list in the bulletin.)</i></p>	
<p>Other requests</p>	

Hymns to Consider

The following list is from the Episcopal *The Hymnal 1982*

345 The King of Love My Shepherd Is
363 Lord of All Hopefulness
479 Love Divine, All Loves Excelling
599 Ye Watchers and Ye Holy Ones
680 O God Our Help in Ages Past
636, 637 How Firm a Foundation, Ye Saints of the Lord
687, 688 A Mighty Fortress Is Our God
388 O Worship the King, All Glorious Above
194, 195 Jesus Lives! They Terrors Now
208 Alleluia, Alleluia, Alleluia! The Strife Is O'er
379 God Is Love, Let Heaven Adore Him
690 Guide Me, O Thou Great Jehovah
335 I Am the Bread of Life
620 Jerusalem, My Happy Home
508 Breathe on me, Breath of God
358 Christ the victorious
287 For all the saints
694 God be in my head
356 May choirs of angels lead you
469 There's a wideness in God's mercy
293 I sing a song of the saints of God
660 O Master, let me walk with thee
304 I come with joy to meet my Lord

Any Easter Hymn (H174-213)

The following list is from the Episcopal Hymnal *Lift Every Voice and Sing*

LEVAS 181 Amazing Grace
LEVAS 184 Blessed Assurance
LEVAS 65 Bless the Lord, O my soul
LEVAS 183 God will take care of you
LEVAS 188 Great is thy faithfulness

LEVAS 191 His Eye is on the Sparrow
LEVAS 188 It is well with my soul
LEVAS 72 Just a closer walk with thee
LEAVS 194 Lead me, guide me
LEVAS 196 Leaning on the everlasting arms
LEVAS 103 Steal away

Readings from Holy Scripture to Consider

The service must have a minimum of two lessons from Holy Scripture and may have three lessons plus psalms. The psalms may be in the King James Version of the Bible even if the service is Rite II. Please reference the Book of Common Prayer, pages 470 - 480 (Rite I) or pages 494 - 495 (Rite II), or *Enriching Our Worship*, vol. 3, pages 32 - 33.

Options for Using the Bell Tower Memorial Garden at

St. Martin's Episcopal Church, Williamsburg, VA

Committal of a person's ashes to the ground is done in conjunction with the Book of Common Prayer's "Committal" service, in the Burial section or in the prayer book supplement "Enriching Our Worship."

Burying of ashes in the ground

The priest pours ashes into a prepared grave in the ground. A bronze plaque in the ground is placed later. The cost of this option is \$152 for the plaque.

Burying of ashes in the Peace Garden

The priest pours ashes into the earth of the raised area dedicated to the burying of parishioner's ashes. No one who has ashes in the common committal ground has a unique "spot", but rather the ashes are mingled with the earth and other ashes over time, signifying our union in the one body of Christ and one fellowship. A simple plaque is placed on the bell tower to serve as a memorial marker. The cost of this option is \$50 for the plaque.

Funeral Expenses

Expense	Make Check Payable to	Amount	Give Check to
Musician	organist	\$150; \$50 per solo	Rector or Phaedra
Reception donation	St. Martin's Episcopal Church (memo: funeral donation)	\$100-200 recommended	Lora Price, Parish Administrator
Bronze plaque to mark ground in memorial garden	St. Martin's Episcopal Church (memo: memorial plaque)	\$174, if choosing this option	Lora Price, Parish Administrator
Plaque to if scattering of ashes is chosen	St. Martin's Episcopal Church (memo: memorial plaque)	\$50, if choosing this option	Lora Price, Parish Administrator
Plaque to mark pillar of Bell Tower for Common Committal Ground if the "Peace Garden" is chosen.	St. Martin's Episcopal Church (memo: memorial plaque)	\$50, if choosing this option	Lora Price, Parish Administrator
Flowers	(Williamsburg Floral) Or your chosen florist You are responsible for flower arrangements	\$60 and up	Williamsburg Floral or your chosen florist
Clergy honoraria	St. Martin's Episcopal Church (memo: parish discretionary fund)	\$150-200 is common	Lora Price, Parish Administrator
Cleaning fee if funeral occurs after the regularly scheduled cleaning and before the next worship service	Lionel Taylor	\$125 for single location (nave), \$150 for sanctuary & Miles Hall	Lora Price, Parish Administrator

*NOTE 1: Discretionary funds are available to cover some or all of these expenses if there is financial need.

*NOTE 2: If you desire to have a military honor guard at the service, make sure the person you have designated to make your arrangements knows the specific name/installation and phone number to contact and how much lead time is required. Know that it is your family's responsibility to bring your service flag.

*NOTE 3: If your service arrangements involve clergy travel to a location other than St. Martin's for the service or committal (graveside), make sure your designee knows that you've set aside money for clergy travel and make that known to the clergy.

Items your family will need to bring to the service:

- Ashes
- Guest book and pen
- Any photographs they'd like to display in the reception hall
- Any multimedia presentation for the reception hall
- Checks for service providers