



ST. LUKE'S EPISCOPAL CHURCH
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FUNERAL TRADITIONS
AND
FUNERAL SERVICE PLANNING
ST. LUKE'S EPISCOPAL CHURCH

BATON ROUGE, LA

This booklet is to familiarize you with the funeral traditions at St. Luke's, and serves as a guide for when either someone has passed away, or if one wants to plan their funeral service in advance. Advance planning is a true gift to your family, and helps to make the service a very personal time. Please feel free to call either Fr. Bryan Owen or Becky Williams if there are any questions or concerns.

Visitation:

Pope Hall is where the visitations are held before the funeral. Visitations are usually 1-2 hours. St. Martha's Helping Hands Ministry provides either a sandwich tray or pastries and cookies for the visitation, and any other donations of food are gratefully accepted. Coffee, lemonade and water are provided by St. Luke's. There will be a hostess from St. Martha's during visitation.

You are welcome to bring pictures, posters, mementoes to display during visitation. If you choose to have a computerized slide show, please bring your own laptop. An LCD projector and screen are available. Please let us know how many tables and/or easels are needed.

There will be a small table set up for the guest book by the door to Pope Hall. Guest books are available, should one be needed.

About 5-10 minutes before the Service is to begin, the Clergy and Altar Party will come in to Pope Hall, and the family will be asked to remain for a prayer; other guests will go into the church at this time. After the prayer, the family enters the church via the side door off the breezeway. Pews are reserved for the family, and bulletins will be in the pews.

The ashes of the deceased are in the Church during visitation. If the family desires, the casket can be open during visitation in Pope Hall.

Flowers:

The 2 Altar arrangements are provided by the family, and Billy's Flowerland is the florist who does the church flowers. If the deceased has been cremated, a small matching arrangement can also be ordered and placed before the table where the ashes are.

The Church Service:

The casket will be covered with either the Pall or American Flag during the funeral. There will also be a pall over the ashes.

All baptized Christians are welcome to receive Communion at St. Luke's.

Children are welcome to attend the funeral, and there are activity bags at the back of the church available.

A member of the clergy offers a homily that acknowledges the character and life events of the deceased in the context of our faith in a risen Lord.

SCRIPTURE READINGS

Friends or family may read any of the lessons from the Old Testament, Psalms and /or New Testament.

Old Testament:

Isaiah 25:6—9
Isaiah 61: 1—3
Lamentations 3:22-26; 31-33
Wisdom 3:1—5:9
Job 19:21-27

Psalms:

23, 27, 42, 46, 90, 106, 116, 121, 130, 139

New Testament:

Romans 8:14-19, 34-35, 37-39
1 Corinthians 15:20-26, 35-38, 42-44, 53-58
2 Corinthians 4:16—5:9
1 John 3:1-2
Revelation 7:9-17
Revelation 21:2-7

The Holy Gospel (Read by the clergy):

John 5:24-27
John 6:37-40
John 10:11-16
John 11:21-27
John 14:1-6

Contact Information:

If you have any questions, please contact the office, 225- 926-5343 to speak to Fr. Bryan or Becky Williams, or by email:

Fr. Bryan Owen—frbryanowen@stlukesbr.org
Becky Williams, RN—bwilliams@stlukesbr.org

In case of a Pastoral Emergency after office hours, a member of the Clergy can be reached at 225-773-2466.

ADDITIONAL SUGGESTED HYMNS

We are an Easter people and therefore hymns for funerals are those celebrating life.

Processional Hymns: (Rite II only)

208 "The strife is o'er, the battle done"
388 "O worship the King, all glorious above"
620 "Jerusalem, my happy home"
637 "How firm a foundation, ye saints of the Lord"
646 "The King of love, my shepherd is"
680 "O God our help in ages past"
688 "A mighty fortress is our God"

Offertory Hymns:

410 "Praise, my soul, the King of heaven"
432 "O praise ye the Lord"

Communion Hymns:

304 "I come with joy to meet my Lord"
314 "Humbly I adore thee"
335 "I am the bread of life"

Recessional Hymns:

178 "Alleluia, give thanks to the risen Lord"
376 "Joyful, joyful, we adore thee"
460 "Alleluia, sing to Jesus"
562 "Onward Christian soldiers"
618 "Ye watchers and ye holy ones"
625 "Ye holy angels bright"

FUNERAL SERVICE

As an Episcopalian, it is understood that there is a standard Burial Service, that the casket is closed in the Church and that the casket is covered with a pall or flag in the Church. The only flowers allowed in the Church are those on the altar, and a bouquet in front of the table if there are ashes. The specifics of the service are:

Service with Communion _____ Service without Communion _____ Rite I _____ Rite II _____

The Lessons : See list of Lessons & Hymns on the next page.

Old Testament: _____
Psalm: _____
Epistle: _____
Gospel: _____

Hymns: Processional: _____ (Rite II only)
Offertory: _____
Communion: _____
Recessional: _____

I would like the following to participate in the service:

Preacher _____ (subject to availability and Rector’s invitation)

Lector _____ LEM _____

Ushers: _____

Flowers: Please contact: Billy’s Flowerland at 272-7673 to arrange the flowers. Cost: varies with arrangement ordered.

In lieu of flowers, I would like contributions made to:

St. Luke’s Church _____ St. Martha’s Helping Hands _____
St. Luke’s Foundation _____ St. Luke’s School _____
Clergy Discretionary Fund _____ Other: _____

I understand that the Rector of St. Luke’s Episcopal Church will follow these plans as fully as possible, with the final decision in all matters of liturgy and worship being his.

Signed: _____ Date: _____

Witness: _____ Witness: _____

This completed form has been filed at St. Luke’s Episcopal Church and a copy given to the following:

Name _____ Phone: _____

Name: _____ Phone: _____

Following the Service:

At the end of the Service, the family will process out, following the casket. There will be a brief stop at the back of the church while the pall is removed, and the casket spray replaced. The Altar Party will then escort the casket to the hearse.

If the ashes of the deceased are placed in the Columbarium, the family is welcome to stay in the Chapel after the Altar Party processes out.

The Altar flowers will be placed in disposable containers for the family to take home.

Under certain circumstances, families have had a gathering after the burial, also in Pope Hall. Below is the policy:

1. The family and friends of the deceased will be responsible for the post-funeral visitation.
2. The family and friends will provide: food, drinks, eating utensils, plates, napkins, cups, serving pieces, serving utensils and any other items needed for the visitation.
3. St. Luke’s will provide tables with cloths and chairs, and buffet tables. The Family will need to let St. Luke’s know how many chairs and tables are needed.
4. The family and friends are responsible for cleaning up after the visitation, which includes: disposal of trash, washing of any dishes/implements borrowed from St. Luke’s, taking home leftovers.
5. If the family would like to make a financial contribution to St. Luke’s to offset the costs of utilities and staff, that would be appreciated.

Music:

Including music in a funeral service is an option not a must. Families should consider the overall intent of the service, respect the wishes of the deceased, and determine the costs involved when deciding whether to incorporate music selections into a funeral service. Where music is to be included, it should be appropriate to the occasion – always supporting the actions and words of the liturgy. Ideas of triumph, resurrection, strength, comfort, thanksgiving and repose are often expressed in the music selected for the service. All music selections should be within the scope of the church’s normal musical style. The Parish Choir Director is always available to offer suggestions and guidance.

Families may choose to have only organ or piano music during the service, or they may choose to add a Cantor/Soloist. Currently, the Pastoral Care Facilitator will work with the Parish Choir Director to secure an Organist (and Cantor/Soloist as needed).

We suggest the following points during the service as especially appropriate for music – either instrumental or vocal. Also included is a list of several hymns particularly suited to the points within the Liturgy listed below. To be sure, these are not all of the possibilities. They are included, along with the information above, as a starting point for decision-making.

The Prelude – Typically the organist will play appropriate selections starting 15 or 20 minutes before the service is scheduled to begin.

The Processional Hymn

#287 – For all the Saints

#397 – Now thank we all our God

#518 – Christ is made the sure foundation

The Offertory Hymn

#645 – The King of Love my shepherd is

#671 – Amazing grace! how sweet the sound

#477 – All praise to thee, for thou, O King divine

The Communion Hymn

#321 – My God, thy table now is spread

#684 – O for a closer walk with God

#466 – Eternal light, shine in my heart

The Recessional Hymn

#473 – Lift high the cross

#680 – O God, our help in ages past

#690 – Guide me, O thou great Jehovah

The Postlude – The organist will play appropriate selections until the congregation has completed processing from the church.

Costs to be paid by the family for including music in a funeral service at St. Luke's are below:

Organist: \$150

Cantor/Soloist: \$100

The family is asked to pay each musician in cash prior to the beginning of the service.

Other costs for the Funeral:

There is no cost to the family other than flowers; however, donations to Clergy discretionary funds, or St. Martha's are always welcome. The amount is up to the family.

Video/ Live streaming

At this time, St. Luke's cannot guarantee that personnel will always be available to manage the video/ live-streaming equipment. Requests for video/live-streaming will be sent to the Communications Coordinator, who will make that decision. Certainly, another option is to have this done by the funeral home involved, utilizing their personnel and equipment.

ADVANCE FUNERAL ARRANGEMENTS

Name: _____

Address: _____ City: _____

Zip Code _____

Date of Birth _____ Place of Birth _____

Spouse / Contact's Name _____

Cell number of Contact: _____ Email of contact: _____

Names, addresses, & phone numbers of living children or relatives:

Name _____ Phone: _____

Address _____ City _____ State _____

Zip code _____

Names, addresses, & phone numbers of living children or relatives:

Name _____ Phone: (225) _____

Address _____ City: _____ State _____

Zip code _____

I would like my funeral held at St. Luke's _____ Graveside _____ Other _____

Pall Bearers: _____

I would like there to be a visitation in Pope Hall _____ the evening before the service _____

day of the service _____ or at the Funeral Home _____

Place of Burial _____

I would like to be cremated and my ashes placed in:

St. Luke's Columbarium _____ Other: _____

Name for Columbarium face plate: _____

Pre-arrangements have been made with _____ Funeral Home.

Funeral Home of Choice if no pre-arrangements have been made:
