



**Church-Related Expenses**

There is no charge to the family for the use of the Church for the wake and funeral, the funeral meal or the Parish facilities used for the meal. There are, however, certain customary stipends.

- Organist: \$150.00
- Cantor: \$100.00
- Pastor: \$200.00
- Altar Servers: \$10 - \$20 each

**Mass Requests**

During Mass the Priest may pray for a special intention. Friends and family members often wish to request that their deceased loved one be remembered by the Priest at this point in the Mass. These Mass intentions are recorded in the Sunday bulletin. Because of the limited number of Masses said at St. John's and the many Mass requests, there is usually a period of about six to nine months between the time a Mass is requested and the time the intention is scheduled. Exceptions to this would be made when there are dates which are significant to the person for whom the Mass is requested (e.g. birthday, baptism or wedding anniversary, anniversary of death, etc...). You may also request that an intention be scheduled at a particular Mass time (e.g. Sunday at 9:00 AM), however, this may result in a further delay in scheduling, unless the preferred Mass is during the week.

**Funeral Planning Notes**

Reading I (OT): \_\_\_\_\_

Lector: \_\_\_\_\_

Reading II(NT): \_\_\_\_\_

Lector: \_\_\_\_\_

Entrance Hymn: \_\_\_\_\_

Offertory Hymn: \_\_\_\_\_

Communion Hymn: \_\_\_\_\_

Recessional Hymn: \_\_\_\_\_

Cantor (circle one):    male    female

Funeral Home: \_\_\_\_\_

Memorial Designation: \_\_\_\_\_

\_\_\_\_\_

Pall Bearers: \_\_\_\_\_

\_\_\_\_\_

Honorary Pall Bearers: \_\_\_\_\_

\_\_\_\_\_

# Guidelines for Funerals

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**www.stjohn-catholic.org**

Planning the funeral of a close family member can be daunting at a time when grief and confusion may be overwhelming.

This pamphlet is designed to answer questions and help organize the planning of a funeral at The Catholic Parish of St. John the Baptist.

The following information should be given to the Parish Office as soon as possible after a loved one within the Parish dies (or whose funeral will take place at St. John's):

- \* Full Name
- \* Date of Birth
- \* Next-of-kin
- \* Next-of-kin Contact Information
- \* Funeral Home (if decided upon)

## **Wakes**

It is customary to have a prayer service or a rosary the evening before a funeral; however, more and more often families are choosing to forego this practice. When a prayer service or rosary is desired, it may take place at the Church or at the funeral home, depending on the availability of the Church. If a Priest is not available, a Deacon or layperson may lead the rosary or wake service. Guidelines will be provided in the event they are needed.

## **Music**

It is customary to select four hymns for a funeral mass:

- 1) Entrance Hymn
- 2) Offertory Hymn
- 3) Communion Hymn
- 4) Recessional Hymn

It is important to communicate as early as possible to the Parish Office if there is a preference for a male or female cantor. Music selections will be coordinated with the Music Director, suggestions being provided where necessary or helpful.

## **Readings**

Two readings should be selected for the funeral, one from the Old Testament and one from the New Testament. A list of recommended funeral readings is available in the Parish Office. The Gospel reading is selected by the Pastor. One or two people should be chosen to read (Lector) and copies of the readings will be provided to them for their review/practice. The readings will be approved by the Pastor.

## **Thank You**

The funeral home will assist you in keeping track of the cards attached to floral arrangements and plants that are sent for the funeral.

## **Altar Servers**

Four altar servers are needed for a funeral Mass where a body is present. Servers will be recruited from those trained and serving at St. John's Parish. If the family wishes, they may arrange for altar servers among family members or friends who have experience serving at St. John's.

## **Pall Bearers**

Pall bearers are usually selected by the family and loved ones. The main pall bearers are usually friends, relatives, grandsons, church members or business associates. You may wish to send an individual thank you note with a personal message to each pall bearer.

## **Honorary Pall Bearers**

Honorary pall bearers may be designated when there is no body present or when there are selected business associates, church members and/or social organization members who had particularly close ties to the loved one who has passed away. In absence of these selected people, it is not unheard of to select family members and friends.

## **Cremation**

"The Church earnestly recommends that the pious custom of burying the bodies of the dead be observed; it does not, however, forbid cremation unless it has been chosen for reasons which are contrary to Christian teachings." [Code of Canon Law 1176, sec. 3] If you choose cremation, it is preferred that the cremation take place after the funeral Mass. Where circumstances make this impractical, the cremated remains may be present at the funeral Mass. The cremated remains must be properly interred. It is inappropriate to keep cremated remains (e.g. on the mantle) or scatter them.

## **Scheduling**

The funeral should be scheduled with the Parish Office first, as the funeral home will not have access to the Church calendar and will be unaware of scheduling conflicts.

## **Flowers**

Floral arrangements and plants are often sent by friends and loved ones for the funeral service. These may be sent to either the funeral home or the Church. It is helpful to notify the funeral home or florist that two of the donated arrangements should match, if the family does not arrange for altar flowers.

## **Funeral Meals**

St. John's will provide a meal to the family following the funeral. This meal may take place at the Parish, or food can be delivered to the family home. Please let the Parish Office know your preference when scheduling the funeral.

## **Obituaries**

The funeral home has forms available to assist you in writing an obituary. It is important to include in the obituary the time and date of the funeral and any wake or rosary service, the location of these services and any memorial designations (e.g. in lieu of flowers, please send donations to...).

## **Bereavement Programs**

St. John's bereavement support programs are coordinated through the Parish Office, which will make contact throughout the first year after a Parishioner experiences the death of a close family member.