

Memorial Donations

We welcome the designation of Central Presbyterian Church for memorial donations. Any memorial donations will be acknowledged to the donor and to a designated member of the family.

Memorial funds received by the church will be used to support the overall mission of Central Presbyterian Church.

Memorial donations for other charities should be addressed directly to them.



Helping Your Family and Friends

With Your Memorial Planning

at

Central Presbyterian Church

Summit, New Jersey

*Today, God says to you...
For I am the LORD, your God,
who takes hold of your right hand and says,
fear not; I will help you.
(Isaiah 41:13)*

This brochure is intended to help you provide information that will guide your family and friends through the decisions they will need to make as they plan a service for you. We hope that the information you provide will make planning easier for them.

Your pastor and members of Central's Care Team will support you as you plan. We are available to help you make your wishes known and to ask questions and seek guidance.

Information In This Booklet

- 1. Encourage Your Family and Your Friends To Do These Things First**
- 2. Frequently Asked Questions**
- 3. The Memory Garden**
- 4. Memory Garden Plaque**
- 5. Scripture Suggestions**
- 6. Hymn Suggestions**
- 7. Reception Information**
- 8. Worksheet — Preparing to meet with the Pastor**

Requests for the Service

Readings

Scripture _____

Other _____

Hymns _____

Organ Music _____

Guest Musicians

() Soloist _____

Music to Be Sung _____

() Instrumentalist _____

Music to Be Played _____

Other Participants in the Service

Names of those who will help us celebrate & share remembrances

Readers _____

I have attached

() a biographical sketch that can be used for an obituary.

() something I would like to have read at my service

Other requests for the service _____

Other Notes...

Plans for My Service

This document was prepared on _____ Signed _____

Name _____
First Middle Last

Email _____ Telephone _____

Address _____
Street City State Zip

Date of Birth _____
Month Day Year

I would like the following person to be in charge of arrangements for my service at the time of my death:

First choice: _____

Email _____ Telephone _____

Mailing Address _____

Second choice: _____

Email _____ Telephone _____

Mailing Address _____

My preference (if any) for a funeral director is _____

I would like () embalming to be omitted if possible
() to be cremated
() a viewing to be omitted

The service in

() The Sanctuary
() The Chapel
() Other _____

To have interment be

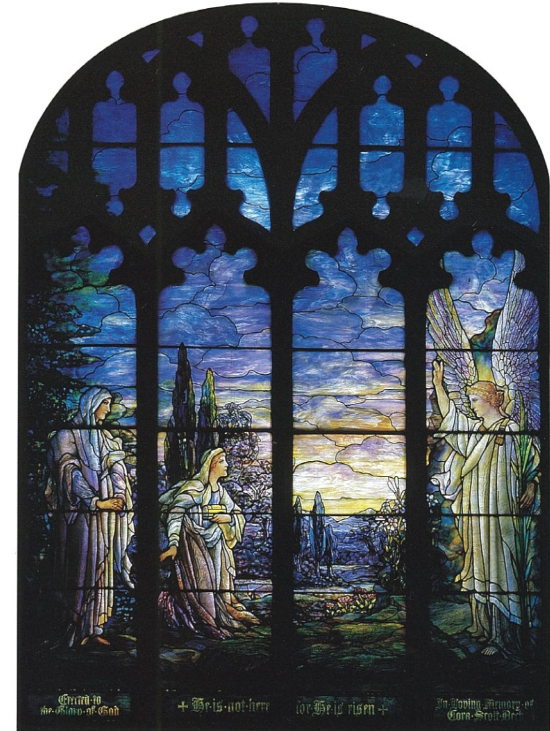
() In the Central Memory Garden (ashes are scattered)
() Burial or Columbarium Location: _____
Location of deed to plot: _____

In lieu of flowers contributions may be made to

() _____
() Memorial Fund of Central Presbyterian Church

The Easter Window

In the Sanctuary at Central Presbyterian Church



The Easter window portrays the resurrection story from Matthew 28:1-7

At the center of our Christian faith is the Resurrection. On Easter Sunday we sing and we proclaim that “Jesus Christ is risen today.” When a loved one dies, no matter what the age, we may be filled with sorrow, even anguish. Followers of Christ ultimately claim hope in the resurrection of the dead.

Encourage Your Family and Friends To Do These Things First

Your family and friends should:

- Contact the funeral home and funeral director you have chosen.
- Contact the Church. Call 908-273-0441. Your pastor will be glad to help them through this time and provide appropriate support and assistance.
- Meet with the pastor. They may find this helpful for planning and for pastoral care.
- Look at the document you have prepared to help them plan your service.
- Contact appropriate family members and friends. Ask someone to be with them and to help them (maybe answering the phone, running errands, etc.).

Questions Frequently Asked When Planning a Service

When to have the service

Traditionally, memorial services were held 3-5 days after a person had died. However, it is becoming increasingly convenient for family and friends to hold memorial services on Saturdays when staff is not regularly available. If you desire a Saturday service, it is recommended that you select 2-3 possible Saturdays for a better chance that a Saturday that will work can be scheduled.

Where to have the service

Services are held in the chapel (seats up to 80), and in the sanctuary (seats 500). The service may also be held at a funeral home. Sometimes it is appropriate to have a gathering at graveside only.

Who ushers?

Deacons will be ushers.

Planning a Reception Following a Service at Central Presbyterian Church

When requested, the Church can provide coffee and tea for receptions that are held at Central after a Service. It is the responsibility of family and friends to provide other non-alcoholic beverages, the food, and all disposable products such as plates, toothpicks, napkins, utensils, cold and hot beverage cups.

Some people choose to hire a caterer, and occasionally, people choose to hire a person to help serve and clean up afterward. The church office shall be notified about the arrangements the family has made, and be given contact information of the responsible persons. The family shall check with the church office prior to finalizing details with outside vendors.

Receptions are held in the Fellowship Room which provides standing room for 60-80 people. If more space is needed we will also use a portion of the adjoining auditorium.

Often, as part of celebrating the life of the person who is no longer with us, families and friends choose to place pictures and other memorable items in the Fellowship Room for everyone to see. We can provide tables or easels to display some of these items when requested in advance.

Sometimes, family and friends provide a floral arrangement for the reception. However, often an appropriate choice is to move flowers from the service into the Fellowship Room, and if this is to be done, the family shall designate somebody other than church staff or deacons to move them at the end of the service.

The following information is provided for your convenience.

Caterers

Batavia Café
356 Springfield Ave
Summit, NJ 07901
(908) 918-0100

Kings Supermarket
784 Springfield Avenue
Summit, NJ 07901
(908) 598-4502

ShopRite Supermarket
727 Morris Turnpike
Springfield, NJ 07081
(973) 376-3028

Towne Delicatessen
810 Old Springfield Avenue
Summit, NJ 07901
(908) 464-5400

Florists

Parker's Petals
160 Broad Street
Summit, NJ 07901
(917) 597-3884

Rekemeier's
13 Ashwood Avenue
Summit, NJ 07901
(908) 277-6333

Summit Hills Florist
789 Springfield Avenue
Summit, NJ 07901
(908) 273-1424

*Your word is a lamp to guide my feet, and a light for my path.
Psalm 119:105*

Scripture Passages That Are Often used at Services

Psalm 23	The Lord is my shepherd
Psalm 46	God is our refuge and our strength
Psalm 90:1-10, 12	Teach us to number our days
Psalm 121	I will lift up my eyes to the hills
Ecclesiastes 3:1-15	For everything there is a season
Isaiah 40: 28-31	Those who wait for the Lord shall renew their strength
John 3: 16-21	God so loved the world
John 11:38-44	I am the resurrection and the life
John 14:1-6, 25-27	I go to prepare a place for you
Romans 6:3-9	Baptized into Christ's death, raised to life with him
Romans 8:31-39	Nothing can separate us from the love of God
I Corinthians 15:3-8, 12-20a	Christ raised from the dead
I Corinthians 15:20-24a	In Christ shall all be made alive
I Corinthians 15:35-44	The natural body and the spiritual body
I Corinthians 15:50-57	We shall all be changed
Ephesians 2: I, 4-10	Saved by grace through faith
Revelation 21:1-5	A new heaven and a new earth

Hymns That Are Often Used at Services

A Mighty Fortress Is Our God	
Abide With Me	Jesus Christ is Risen Today
Amazing Grace	Lead On, O King Eternal
Be Still My Soul	O For a Thousand Tongues to Sing
Be Thou My Vision	O Love That Wilt Not Let Me Go
Blessed Assurance	On Eagles Wings
For All the Saints	Our God, Our Help in Ages Past
God of Our Life	Praise My Soul, the King of Heaven
Here I Am Lord	The King of Love My Shepherd Is
In The Garden	The Lord's My Shepherd

Of course, there are many other Scripture Passages and Hymns that could be used at a Service.

How are the music, the scripture, and readings chosen?

Ideally, the person who died will have left some suggestions for the service. The pastor, in consultation with designated family and friends, will choose the components of the service. (*See the suggestions in this booklet.*) A bulletin for mourners to follow the order of the service may be printed by the Central office staff or someone else chosen by the family. A song leader is highly recommended when congregational hymns are chosen

Are flowers required?

It is not necessary to have flowers. However, if flowers are desired, one arrangement is sufficient for the chapel and one or two arrangements for the sanctuary. Floral arrangements used in the worship space are often taken to a reception.

May there be a reception at church?

Yes, some receptions are held at the church after the service. (*See information in this booklet.*)

What is the Committal Service? When does it occur?

A Committal Service is brief and is held at the site where the remains will be interred: a cemetery; a columbarium; or a place like Central Presbyterian Church's Memory Garden. The family may choose to hold the Committal Service either immediately before or immediately after the conclusion of the Memorial Service that celebrates your life.

What are the fees?

The fees are as follows:

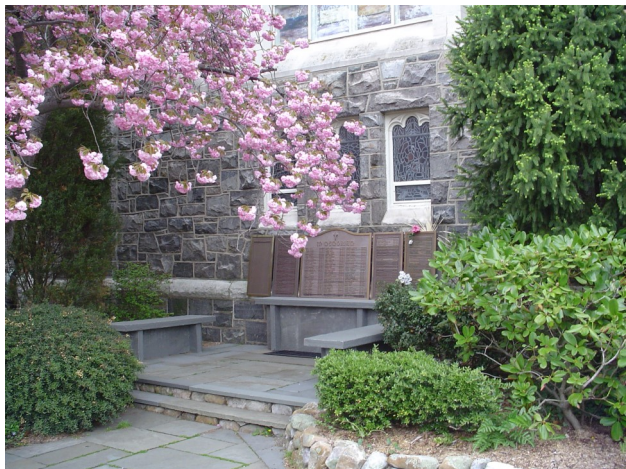
Deacon's Fund \$150 (*suggested donation*)

(Check payable to Central Presbyterian Church—Deacon's Fund)

The following checks should be payable to the individual:

<u>WEEKDAYS</u>		<u>SATURDAYS</u>	
Organist	\$225	Organist	\$275
Instrumentalists	\$225	Instrumentalists	\$225
Soloist	\$150	Soloist	\$150
Song Leader (no solo)	\$100	Song Leader (no solo)	\$100
Pastor Honorarium		Pastor Honorarium	\$300
(at the discretion of the family)		For expenses incurred for building use on a Saturday: (one of the following payable to the church)	
		No reception	\$100
		Small reception	\$150
		Large reception	\$200

The Memory Garden



...a sacred resting place...a place for quiet meditation...

The Memory Garden is a sacred resting place for use by members, former members, and their immediate families. When desired, their ashes may find a permanent resting place within the shelter of this garden. The ashes are scattered and mixed in with the earth.

The names of those whose ashes are committed here are placed on a bronze plaque in the Memory Garden.

The Memory Garden will be maintained in perpetuity. A one time fee of \$275.00 will cover the cost of the individual plaque with the remainder being placed in a fund for maintenance and purposes approved by the Memorials Committee.

Of course, other memorial gifts are gratefully accepted. For additional information, please speak with the pastor.

MEMORY GARDEN BRONZE PLAQUE

An 8 1/2 X 11 size copy of this form is available in the church office.

Please complete this form and return to:

Central Presbyterian Church
Memory Garden
70 Maple Street
Summit, NJ 07901

MEMORY GARDEN BRONZE PLAQUE ORDER FORM

On the line below, please print the name and date **exactly** as you wish it to appear on the plaque

Sample: John S. Smith 1920 – 2000

Name	Year of Birth – Year of Death
------	-------------------------------

There is a fee of \$275.00 for burial in the Memory Garden. This fee covers the cost of the plaque and maintenance of the grounds surrounding the bronze roll.

(Make the check payable to *Central Presbyterian Church* with the notation *Memory Garden*.)

So that we may inform the family when the plaque arrives, please fill out the information listed below:

NAME _____

ADDRESS _____

PHONE _____

EMAIL _____