



FUNERAL RECEPTION MINISTRY GUIDELINES

HOLY TRINITY EPISCOPAL CHURCH

"I give you a new commandment: Love one another. Just as I have loved you, you must love one another. By this shall all people know you are my disciples, if you love one another."

John 13:34-35

The Funeral Reception Ministry of Holy Trinity Episcopal Church (HTEC) is a ministry by and for Holy Trinity members at the time of the death of a family member. This ministry is chaired by Teresa Antley.

GUIDELINES:

The following *general* guidelines will be followed:

1. When a memorial or funeral service has been scheduled by the rector to be held at Holy Trinity, a reception may be held immediately after in Wolston Hall.
2. All such services are held inside our church.
3. At an appropriate time clergy or the Funeral Coordinator will discuss reception options with the family.
4. The chair of the Funeral Reception Ministry will be notified along with other ministry leaders.
5. If desired by the family, the Funeral Reception Ministry will organize a reception at HTEC to begin at the conclusion of the service.
6. This Ministry will invite a team of dedicated volunteers to arrange this reception.
7. Cookies, sweets, finger sandwiches, nuts, and fruit are donated by church members.
8. Beverages* (lemonade, iced tea or punch, and coffee) are provided by the church.
9. *NO ALCOHOLIC BEVERAGES ARE PERMITTED ON THE CHURCH PROPERTY.
10. The customary length of time for a reception is just under two hours. Light cleanup will commence 90 minutes into the reception.
11. Should the family wish to have a meal or other "heavier" food, caterers can be recommended by HTEC and arranged by a member of the family. The cost of providing and serving food at a catered function will be the family's responsibility. The customary length of time for a reception applies.

Please do not hesitate to contact HTEC clergy, the church office or Teresa Antley if you have any questions.

"God of all, we pray to you for all those whom we love but see no longer. Grant to them eternal rest. Let light perpetual shine upon them. May the souls of all the departed, through the mercy of God, rest in peace. Amen." (Book of Common Prayer, page 498)