

Planning a Funeral or Memorial Service at the Congregational Church of Hollis, UCC

Prior to planning the service, please arrange the service time and date with our pastor, Rev. Tanya Rasmussen. Complete and return the accompanying information form.

To assist you in planning the service, this is a typical UCC Order for a Service of Thanksgiving for One Who Has Died (funeral or memorial service):

1. Prelude
2. (Procession and) Scripture Sentences
3. Hymn or Song
4. Greeting
5. Prayer
6. Readings from Scripture (& other appropriate sources)
7. Sermon/Pastoral Reflection, or Pastoral Eulogy
8. Tributes from Family & Friends/Eulogy
9. (Affirmation of Faith)
10. Hymn or Song
11. Prayers of Thanksgiving & Intercession
12. Prayer of Commendation
13. Hymn or Song
14. Benediction
15. Postlude

FUNERAL/MEMORIAL SERVICE FEES:

The Church Council has prepared the following list of fees for use of building and services:

- Minister - Suggested honorarium is \$200 - Check payable to Rev. Tanya Rasmussen
- Organist - \$125 – check payable to Edward Scibilia
- Custodian - \$50 – check payable to John Balfour
- Bulletin preparation fee - \$50 – check payable to person prepping the bulletin (either Susan Adams or Eileen Widner)
- Deacon fee - \$50 – check payable to The Congregational Church of Hollis
- Use of the Meetinghouse - No Fee
- Use of Hardy Hall and/or Kitchen - No Fee

CONTACT INFORMATION:

The Congregational Church of Hollis
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Hollis, NH 03049

www.hollischurch.org

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churchoffice@hollischurch.org

Rev. Tanya Rasmussen
pastor@hollischurch.org

FUNERAL/MEMORIAL SERVICE INFORMATION SHEET

FULL NAME of Deceased: _____ Date of Service: _____

Contact Person's Name: _____

Phone: _____ Email: _____

Deceased Date of Birth: _____ Date of Death: _____

Special Service Requests: (hymns, scripture or other readings, poems printed in bulletin, pictures, etc.)

Memorial donations made to: _____

Organist: YES _____ NO _____

Casket present at service? YES _____ NO _____

Reception at the church following service? YES _____ NO _____

If yes, do you want reception information printed in the bulletin? YES _____ NO _____