



# Memorial Services

Venice Presbyterian Church  
825 The Rialto  
Venice, Florida 34285  
941-488-2258

## COMMONLY ASKED QUESTIONS

- 1. Place of service.** Will the service be held at the church or elsewhere?
- 2. Date and Time of Service.** The family may schedule a date that works best for out-of-town relatives and friends. The date and time should be determined as quickly as possible. The Herald Tribune and Gondolier have an early afternoon deadline for obituaries.
- 3. Memorial Contributions.** When you prepare an obituary for the paper, you may be asked if you want to suggest memorial contributions. We do have a Memorial Fund that allows family and friends a tangible way to express their sympathy and remembrance for your loved one.
- 4. Music for the Service.** The family may suggest hymns or musical selections that evoke comfort and hope. The church office arranges for the organist. The family should notify the office manager in the church office (488-2258) if there will be any musicians or soloists from outside the church that will be participating in the service.
- 5. Additional Speakers.** In addition to the minister, will there be family members or friends who will speak personal words of remembrance?
- 6. Scripture.** The family may suggest favorite passages of Scripture or other readings that you wish to include in the service.
- 7. Display of Photographs.** A single photograph may be displayed in the sanctuary or chapel, and the family may arrange a presentation of other photographs, paintings, or memorabilia in the church entryway.
- 8. Bulletins.** The church will print bulletins for the service.
- 9. Guest Book.** If desired, the family normally brings a guest book and arranges for a person to stand by the guest book encouraging guests to sign. Funeral homes often provide a guest book as part of their services.

- 10. Flowers.** You may provide flowers, although we suggest that the simple setting of the open Bible and candles on the Communion Table is appropriate. Flowers may be delivered to the church during office hours which are Monday thru Thursday, 9am to 4pm and Friday 9am to 12pm. In lieu of flowers, friends and relatives may be encouraged to contribute to the church's Memorial Fund or a charity of your choice.
- 11. Reception.** If desired, a reception will be arranged by our reception team in the Glass House Café. The team will provide cookies, coffee, and punch. For additional fees, sandwiches and/or fruit and cheese trays can be provided.
- 12. Compact Discs.** We will record the service and will make a copy available.
- 13. Burial/Interment.** The minister will normally accompany the family to the place of burial or interment and will offer a brief service of committal. The church has a Memorial Garden for the burial of ashes, and arrangements can be made with the office manager in the Church Office (488-2258) for the placing of ashes in the Memorial Garden. A contribution of \$175.00 to the Memorial Garden Fund is used for the bronze name-plate and for the up-keep of the Garden.
- 14. Fees for the Service.** There are no fees to use the Sanctuary or Chapel. It is customary for families to provide an honorarium to the minister. A suggested amount is \$250.00. The fee for the organist/pianist is \$250.00. Burials only, \$150 honorarium. Fee should be left with office manager in the church office prior to the service.
- 15. Bereavement Support.** Venice Presbyterian Church offers ongoing grief support through our Stephen Ministry program and our Transitions support groups.

Contact the Church Office (941-488-2258) for more information.

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*To know Christ and to make Christ known*

**VENICE PRESBYTERIAN CHURCH**

825 The Rialto ♦ Venice, Florida 34285 ♦ 941.488.2258 ♦ [www.venicepres.org](http://www.venicepres.org)