

“ Inspired by God's grace and love we seek to be a community that follows Jesus

”

## RECOGNITION

There are several people that work “above and beyond” normal duties to ensure the celebration of life is successful and memorable for you. Monetary recognition (honoraria) of these individuals is at the family's discretion.

### SERVICE PROVIDER

Pastor (planning and conducting service)  
Organist (planning, rehearsing, & playing before, during, & after service)  
Other musician requested by family (rehearsing & playing/singing)  
Funeral Coordinator (arrangements, care of family, coordination)  
A/V Tech (use of video or special audio during service)  
Custodian (preparation of spaces and cleaning after the service)

If a meal or reception is held after the service, our deacons will take care of details and serve. The family should pay the cost of food and drinks served at the reception. A check should be written to First Presbyterian Church for the total amount (with honoraria detailed), and funds will be dispersed to the service providers.

FIRST PRESBYTERIAN  
CHURCH OF NORMAL

# CELEBRATION OF LIFE SERVICES

## FUNERAL COORDINATOR

We understand that planning a funeral and/or visitation is a difficult and sometimes trying time. First Pres offers you help and support from our Funeral Coordinator to help facilitate all the details of your event.



## CONTACT US

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## Celebration of Life

It is our commitment to provide ministry through all phases of life. We are happy you wish to celebrate the life of your loved one at First Presbyterian Church of Normal, IL. The service is a celebration of God's grace as well as a celebration of your loved one's life. The words, actions and music of the service reflect the faith of our community and the values of the church.

## Our Policy

It is the policy of First Presbyterian Church that the deceased or one of his/her family members be a member or friend of the congregation. Funerals are conducted by one of the pastors of First Presbyterian Church. Ordained clergy from another denomination, if requested by the family, may participate subject to approval of the pastor.

## BUILDING USE & GUIDELINES



### ALCOHOL & TOBACCO POLICY

First Presbyterian Church has a strict policy prohibiting the consumption of alcohol and the use of tobacco (including marijuana) on church grounds. Anyone found in violation of this policy or who appears inebriated will be asked to leave the premises immediately.



### THE LIBRARY

The Library will be available for the family to gather prior to the service and is available for a visitation.



### FIRST PRES SOUND TECHNICIAN

A technician will be available to assist with set-up and management of the microphones for the pastor, vocalists, musicians, and readers.



### VISUAL ARTS

Special decorations, photographic displays, art displays, etc. are allowed, and should be collected from the building the next day.



### MEAL OR RECEPTION

The church deacons will be happy to serve a meal or reception in the Great Hall following the service. It is the family's responsibility to pay for the cost of food and beverages served. The deacons will let the family know the amount to be paid for this cost.



### VISITATION

If a body/casket is present for the visitation/memorial service, the funeral home personnel are expected to be present to handle tasks associated with the body/casket.



### MEMORIAL GARDEN

The church has a Memorial Garden with a columbarium (niches for cremains) and a scatter garden. There are separate charges for use of the columbarium or scatter garden. Refer to Memorial Garden packet.

## Important Things to Know



Capacity: Our sanctuary can comfortably sit 250 people.

Officiating the service: One of First Presbyterian Church's pastors will officiate at the service. At the request of the family, other ordained clergy may participate in the service, with approval of the officiating pastor.

Music for the Service: Music for the service should contribute to Christian worship. Music that is high in sentimentality and low in religious content may be used as part of the pre-service music rather than the service itself.

The organist at First Pres will normally play for the service. Another organist may play for the service if approved by the Pastor and Director of Music.