



Macedonia Baptist Church

OF BALTIMORE CITY
THE REVEREND JONATHAN M. WADE, PASTOR

Macedonia Baptist Church of Baltimore City FUNERAL/MEMORIAL GUIDELINES

The death of a loved one is a difficult experience, our thoughts and prayers go out to you in this time of loss and grief. The Macedonia Baptist Church family wants to be there for you to bring comfort to your heart, minister to your needs and your loved ones during this difficult time. It is through the Word of God that we have hope in times like these (Romans 15:4). In our humanity, we grieve the loss of our loved ones, but we do not sorrow as those who have no hope (1 Thessalonians 4:13).

This guideline is provided to assist our families in planning and providing a Christian funeral/memorial /memorial. Our Church Staff will do their very best to work with the family to find a time that is feasible for both the needs of the family and the church's scheduled programs. At Macedonia Baptist Church our primary spiritual responsibility is to its members. The church is not obligated to offer the same privileges to non-members that are offered to church members who support the ministry of this church spiritually and financially.

Members

1. When death occurs in the church family, the church office should be immediately notified. If death occurs outside of normal office hours (Monday – Friday, 10 am – 3 pm), the church clerk or Deacon should be called directly.
2. Funeral/memorial at Macedonia Baptist Church will be considered worship services. It is recommended that the funeral/memorial /memorial service of members be held in the church. The family member should notify the church office in order to schedule a meeting for the planning of service.
3. The Pastor will conduct the funeral/memorial services and offer words of comfort that God give through the promises found in His Holy Word. If the Pastor for any reason is not available to conduct the service, the Pastor must authorize and approve a minister to do the eulogy of the church member at the service.
4. When the funeral/memorial service is held at the church, the order of service will include the singing of hymns of victory and praise and church resolutions in honor of loved ones will be read. *(please refer to example order of service provided)*
5. The order of service must be submitted for approval to the church office at least **48 hours** prior to the service.





Macedonia Baptist Church

OF BALTIMORE CITY
THE REVEREND JONATHAN M. WADE, PASTOR

Non-Members

Anyone who desires to use the church for a funeral service must be in complete agreement and compliance with these guidelines.

1. Please contact the church office during the normal office hours (Monday – Friday, 10 am – 3 pm) if you would like to reserve the church for you loved one service.
2. If you desire to have the Pastor conduct the funeral/memorial services, please contact the church office during the normal office hours (Monday – Friday, 10 am – 3 pm) to schedule a meeting with the Pastor.
3. If the Pastor officiate the service, the order of service must be submitted for approval to the church office at least **48 hours** prior to the service.
4. All fees are to be rendered to the church two (2) days prior to funeral/memorial service. If not rendered by this expected date, the services will be canceled and the church will be closed.

Date and Time of Funerals/Memorials

Dates and times for funeral/memorial are to be arranged in consultation with the Pastor based on availability and the preferences of the deceased's family. All funerals/memorials will be scheduled **Monday – Friday** between the hours or **10 am – 6 pm**. Funeral/memorial services will need to be planned around already scheduled events.

Structure of the Funeral/Memorial Service

A funeral/memorial service held in the church is a service of worship, celebrating the deceased's life and the promise of eternal life through Jesus Christ. All parts of the service are to be consistent with the present worship practices of the church. An example order of service is provided as a reference. The family may suggest other items to be included in the service, with the approval of the pastor.

Required time frame for service:

- Viewing – 1 hour
- Service – 1.5 hours
- Repast – 1 hour





Macedonia Baptist Church

OF BALTIMORE CITY
THE REVEREND JONATHAN M. WADE, PASTOR

Music

Only music appropriate to a worship service shall be used. All musical arrangements (pianist, soloist, etc.) must be coordinated with the music ministry.

Slide Presentation

A slide presentation can be shown during the viewing and family hour. It is the responsibility of the person planning the funeral/memorial to prepare and provide the slide show at least 48 hours of the service to the church secretary.

Video Streaming

Macedonia Baptist Church does not provide video streaming of funeral/memorial services.

Repast

No food is to be prepared at the church. Food can be catered by an approved caterer. The Culinary Ministry must be contacted to coordinate the use of the church’s facility for a repasts.

Programs

Macedonia Baptist Church does not assist or provide programs for funeral/memorial services.

The following fees apply for funeral/memorial services:

	Active Member	Non-Member
Pastoral Services	Honorarium	\$500.00
Use of Sanctuary	No Cost	\$800.00
Use of Lower Sanctuary	No Cost	\$500.00
Pianist/Organist	No Cost	\$200.00
Musicians	No Cost	\$150.00
Soloist	No Cost	\$150.00 each
Audio/Visual System	\$200.00	\$250.00
Security	No Cost	\$350.00
Custodial Services	No Cost	\$150.00

(All fees are to be rendered to the church two (2) days prior to funeral/memorial service)

