



ST. MARK THE EVANGELIST R.C. CHURCH

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Order of Service Guidelines for
Funerals and the Mass of Resurrection
Effective February 27, 2018

At the time of the death of a loved one, we want to focus on our belief in the Resurrection and the comfort that can only come from our faith in God.

To this end, we need to emphasize celebrating the Mass of the Resurrection asking Almighty God to receive our deceased loved one into the kingdom and His promise of Eternal Life.

These guidelines place the Obituary, Acknowledgement, and Remarks during the wake, so that the Mass can be celebrated in a sacred uninterrupted manner.

We offer the following **Guidelines**:

1. Families should arrange with the Funeral Director to celebrate the Wake at the church at least 45 minutes before the scheduled time of Mass.
2. Viewing can take place up until 5 minutes before the Mass time.
3. During the viewing time, the Obituary, Acknowledgements, Remarks, and any other tribute would be given. Remarks are limited to 2 minutes. All persons selected to speak must be known to the church prior to speaking.
- 4. *The Mass must start at the designated time*** with the entrance of the ministers and the Blessing of the Body 5 minutes before Mass time.

These **Guidelines** are offered in the spirit of making the Celebration of the Mass of Resurrection a time of order, dignity, and above all, a time for renewed faith in God. It is important that these **Guidelines** be adhered to.

The entire church staff stands ready to assist our families when there is the death of a loved one. An information packet is available from the church office to help you plan the Wake and Mass of Resurrection.

The packet includes:

1. Guidelines
2. General Information
3. Order of Service Planning Sheet (used by the Family to plan the Funeral Service)
4. Order of Service (Reviewed by Pastor – which will include information from the Planning Sheet – before sending to the Printer)
5. Archdiocese Guidelines for Receiving Communion

General Information for Funeral Masses

When planning a funeral Mass, the focal point for consideration is the deceased and the bereaved. The Christian funeral can be a good beginning for the long process of coming to terms with life now that the deceased person is no longer with us.

1. Contact the church as soon as possible after death occurs.
2. Obtain a copy of the **Order of Service for the Mass of Resurrection**. (See attached copy)
3. Select the appropriate music with the help of the pastor and/or the Minister of Music.
4. Submit the funeral program and **Order of Service Planning Sheet** to the Pastor before final printing.
5. Determine whether to use the church musician/Minister of Music
 - It is proper to offer a donation to the Church, Clergy, and Minister of music for services rendered. (Contact the office for details).
6. Recommended time for a Mass of Resurrection to be discussed with the Pastor.
7. Only those persons in attendance who are Catholics are to receive Communion.
8. The Church Hall may be used for a repast, please contact the office for details.

There is a fee for the set up and clean up for the Church Hall when it is used for a repast. This fee should be paid in advance.

Order of Service Planning Sheet

CHRISTIAN WAKE

The purpose of our wake is to make it possible for others to share the sorrow of the family, to lend support, and pray for the deceased.

OBITUARY ACKNOWLEDGEMENTS REMARKS

(limited to 2 minutes per person)

MASS OF THE RESURECTION

Hymn: _____
Blessing of the Body
Opening Prayer

LITURGY OF THE WORD

Old Testament Reading: _____
Psalm (Response): _____
New Testament Reading: _____
Gospel
Homily
Prayer of the Faithful

LITURGY OF THE EUCHARIST

Hymn & Presentation of Gifts: _____
Holy, Holy, Holy
Eucharistic Prayer
Communion Hymn: _____
Final Commendation
Recessional Hymn: _____

ASSIGNED BY PASTOR:

Lector
Eucharistic Ministers

DESIGNATED BY FAMILY:

Person to read **Obituary, Acknowledgements and Remarks**
Persons or Family Members to place the Pall or covering the casket
Scriptures Readers
Gift Bearers
Enrollment of Book of Saints and Ancestors