

Funeral Information and Policies for Holy Guardian Angels Parish Englefeld

If you are unable to contact any of the people listed below, or for general help planning the prayer service (wake) and funeral mass, phone Patsy Knafelc (306) 287-3198, cell (306) 287-7874 or Marie ven der Buhs (306) 287-4115.

1. Funeral Mass

- Contact Fr. Francis Akomeah at (306) 287-3260 to arrange for a Funeral Mass.

- To help with the funeral liturgy, the following are needed:

2 readers (The family will be asked to pick 3 readings, one from each the Old Testament, the New Testament, and the Gospels. If there is a prayer service, 3 more readings are needed.) Many sources are available online, search for **readings for catholic funeral**

1 communion distributor -can be arranged by the parish if one is needed

2 gift bearers (to take up the hosts and the water and wine)

1 person to read the Intentions (which can be composed by the family) - these can be read by one of the two Epistle readers or by a separate person

2 people to sit at donation tables before mass

1 cross bearer for the beginning and the end of mass.

According to liturgical norms, music should be chosen from the regular church hymnals. To arrange for the music, choir, and organist. Contact Manny Lefebvre. (306) 287-4377

Please let the priest know who you ask to help with these jobs. The funeral home will need to know some of this information as well.

- A white pall is provided to drape the casket as the funeral begins.

2. Prayer Service

- To arrange for a prayer service contact Patsy Knafelc (306) 287-3198, cell (306) 287-7874 or Marie ven der Buhs (306) 287-4115.

- 2 readers are needed (the family will be asked to pick from the suggested readings)

- Both the lay presider at the prayer service and the celebrant at the funeral mass will speak about the deceased but if separate words of remembrance are to be given, it can be done at the prayer service or before or after the funeral mass

3. Honour Guards for members of KCs or CWL

K of C Honour Guard contact Mike Miskolczi (306) 287-7939

CWL Honour Guard contact Audrey Zimmerman (287-8160 or 287-3258)

Funeral and Cemetery Policies and Fees

1. Building-Cemetery Upkeep Fund

- a. It is expected that donation envelopes for the aforementioned fund be included as part of the charitable donations at funeral masses held at Holy Guardian Angels. Tax deductible receipts for donations over \$20.00 will be issued if an address is included.
- b. If the Building-Cemetery Upkeep Fund donation envelopes are not used at the funeral, a Perpetual Maintenance Fee of \$1000.00 will be charged. Payable to Holy Guardian Angels Parish.
- c. For a cemetery burial only (no funeral mass), a Perpetual Maintenance Fee of \$1000.00 will automatically be charged. Payable to Holy Guardian Angels Parish.

2. Cemetery Plots

- a. For parishioners and former parishioners, the parish does not charge a fee for a cemetery plot. (A former parishioner is defined as an individual who attended our parish for a minimum of 25 years, but no longer resides here.)
- b. For non-parishioners (individuals outside the above criteria), the cost of a cemetery plot is \$1000.00. Payable to Holy Guardian Angels Parish.
- c. For cremains buried on an existing plot, the cost is \$200.00. Payable to Holy Guardian Angels Parish.
- d. Maximum number of burials per plot: 3 cremains (urns) or one bodily burial and 2 cremains (urns).
- e. Contact Randy Strunk at (306) 287-3786 to choose a plot.

3. Headstones

- a. For ease of maintenance, uniform headstones are required as per policy.
- b. Contact Mike Miskolczi (306) 287-7939 to order the headstone.

4. Funeral Lunch

- a. Funeral lunch service is available through our parish. Prices are included in the current fee structure. Funeral lunches are served in our church basement (no rental fee). If the funeral lunch is to be held at another location in town, the family is responsible for all expenses and cleaning as per that facility's rental policy.
- b. Contact Audrey Zimmerman (287-8160 or 287-3258) to arrange the funeral lunch. Other lunch committee members that may be contacted are Carol Zimmerman (287-7974) or Shelley ven der Buhs (287-8002).
- c. If parish services are not used for the funeral lunch and the church basement is used for the lunch, a rental fee of \$200.00 will be charged for the use of the church basement. Contact Mike Miskolczi (287-7939) to arrange for this rental.

5. Choir/Music

- a. Contact Manny Lefebvre (306) 287-4377 to arrange for choir and organist services. Fees for these services are included in the current fee structure.

Funeral and Prayer Services Fees

Priest	\$200.00	Payable to the Priest
Lay Presiders	\$50.00	Payable to each individual presider
Youth Servers	\$20.00	Payable to each server
Choir	\$50.00	Payable to the Choir
Organist	\$100.00	Payable to the Organist providing this service
Lunch	\$5.00/person	Payable to the Englefeld CWL
Coffee/Dainties	\$3.50/person	Payable to the Englefeld CWL

Appropriate Funeral Hymns from Catholic Book of Worship Book II and Book III

5 or 6 hymns will be needed

All You Who Seek a Comfort Sure 425(III)
Alleluia, Give Thanks to the Living Lord 383(III)
Amazing Grace 673(II)
And I will Follow 691(II)
Be Not Afraid 714(II)
Blest Are the Pure in Heart 719(II)
Bread of Life 597A(III)
Come to Me 693(II)
Day is Done 661(III) 726(II)
For all the Saints 617(II)
Healer of Our Every Ill 363(III)
How Great Thou Art 637(II) 554(III)
I Am the Bread of Life 569(II)
I Am the Resurrection 551(II)
I Come With Joy 424(III)
I Know that My Redeemer Lives 647(III)
Jerusalem my Happy Home 601(II)
Like a Shepherd 692(II)
Love is Come Again 502(II) 403(III)
May Flights of Angels Lead You 600(II) 640(III)
Now Fades all Earthly Splendor 729(II) 666(III)
Now the Green Blade Rises 403(III) 502(II)
O God Our Help in Ages Past 640(II) 644(III)
Peace Prayer 699(II)
Prayer of St. Francis 698(II)
Shelter Me O God 372(III)
Sing a New Song 660(II) 563(III)
Sing With All the Saints in Glory 406(III)
Something Which is Known 393(III)
Songs of the Angels 10C(III)
The Lord's my Shepherd 689(II) 489(III)
The Strife is O'er 503(II) 395(III)
We Walk by Faith 495(III)
Whatsoever You Do 717(II)

Psalms:

Forever I Will Sing 265(II)
How Lovely is Your Dwelling Place 420(II)
In the Sight of the Angels I Will Sing Your Praises Lord 126(III)
The Lord is kind and merciful 298(II) 181(III)
The Lord is My Light & My Salvation 142(II) 49(III)
The Lord is My Shepherd 410(II)/ 607(III) OR 53(III)/146(II)
Rest in God Alone 133(III)
In the Lord's own house shall I dwell for ever and ever. 193(III)

Prayer Service (Wake) Arrangements For

Date _____ Time _____

Presider(s):

1. _____ 2. _____

Readings:

First (Old Testament):

Bible Reference _____ (# _____ Page _____)

Reader: _____

Second (New Testament):

Bible Reference _____ (# _____ Page _____)

Reader: _____

Gospel

Bible Reference _____ (# _____ Page _____)

Read by the presider

Words of Remembrance:

___ No,

___ Yes; if yes, who _____

Donation Tables:

1. _____ 2. _____

Funeral Liturgy (Mass) Arrangements

Date _____ Time _____

Celebrant(s): _____

Readings:

First (Old Testament):

Bible Reference _____ (# _____ Page _____)

Reader: _____

Second (New Testament):

Bible Reference _____ (# _____ Page _____)

Reader: _____

Gospel:

Bible Reference _____ (# _____ Page _____)

Read by the celebrant

Intercessions:

Prepared by: _____ Family _____ Parish

Reader: _____

Servers:

1. _____ 2. _____

Cross Bearer: _____

Gift Bearers: 1. _____ 2. _____

Donation Tables: 1. _____ 2. _____

Communion Distributor _____

Choir / organist: Contacted? _____

Honour Guard?: _____ No, _____ Yes

Lunch: Contacted? _____

Grave: • Site - Contacted? _____ • Headstone arranged? _____