



Dear Family of the Departed,

Our condolences and prayers go out to you in this, your time of loss. We want to handle your loved one's final arrangements with care, and we are here to assist you in any way we possibly can. Please contact the pastor as soon as possible. A meeting will be arranged to share stories of your loved one, figure out a date for the service so people can be notified, and discuss ideas for the service(s). If desired, you can ask the pastor to accompany you to the funeral home to make arrangements.

This booklet will help you in making these final arrangements for your loved one. If any question should arise that is not covered in this booklet, we will work with you in answering them.

Again, please accept our condolences on your loss. Know that our thoughts and prayers will be with you. We look forward to serving you.

Grace and Peace,  
Pastor Will Starkweather

## Contact information for St. Martin's Lutheran Church

### **Pastor**

Rev. Will Starkweather  
Email: [pastor@stmartinslc.org](mailto:pastor@stmartinslc.org)  
Church Office: 281.980.0695

### **Office Manager**

Mary Rowell  
Email: [officemanager@stmartinlc.org](mailto:officemanager@stmartinlc.org)  
Church Office: 281.980.0695



### **Church Hours**

Tuesday, Wednesday or Thursday,  
9:00 AM – 2:00 PM

### **Church Musician**

Jenny Salyers  
Email: [jenny\\_salyers@yahoo.com](mailto:jenny_salyers@yahoo.com)  
Cell: 713.591.3312

### **Church Information**

St. Martin's Lutheran Church  
Address: 1123 Burney Road, Sugar Land, TX. 77498  
Phone: 281.980.0695  
Website: [www.stmartinslc.org](http://www.stmartinslc.org)

## Questions

Death often brings up complicated emotions. Yet, in the midst of swirling thoughts and feelings, certain logistics need to be addressed. Some initial questions that the pastor will pose and explore with you are as follows:

- What stories or photos do you want to share about the person who died?
- Did your loved one leave you with any service preferences?
- What kind of service is desired: funeral? memorial? interment?
- What date might be best for services?
- What scripture lessons might be appropriate?
- Are there any musical preferences: hymns/songs? soloists? preludes/postludes?
- Are there any people you might want you ask to speak?

These questions do not have to be answered at that first meeting. You might need some time to talk with others and just think. That is understandable. To help you with this process, we have listed the service components at the end of this document, along with various suggestions about music and scripture.

Additional questions will arise when the time is right. Examples include whether or not there will be a reception, pallbearers, designated memorials, or a bulletin (photo? obituary?). Do not be overwhelmed by these decisions now; the answers will unfold.

## Eulogy / Remembrances

Given by family or close friends, these personal reflections should be no more than three minutes each, one to three remembrances are recommended.

## Flowers

Flower arrangements of any size can be used to decorate the sanctuary area; the church has a few pedestals that can be used to help display these arrangements. No flowers will be placed on the altar, nor can they be placed anywhere that they would interfere with necessary traffic flow. Flowers are also welcome in the Narthex.

## Photo / Table

Should you desire, you can create a table of various mementos and photos. We will work with you if this is something you might want.

## Audio/Visual

Should you need to include pre-recorded music, film clips, or computer-generated imagery, we can accommodate you. A church-trained and approved A/V tech is provided.

## Fees

Here is a breakdown of the funeral fees. Make out one check to the church and St. Martin's will render individual payments to all parties using its payroll system. You may bring the check to the church before the service or on the day of the service.

**Pastor:** A honorarium is given to the pastor for the services provided. The standard fee is \$300.

**Fees (as appropriately needed):** Though consideration will be given to the size and complexity of the service, these fees are customary.

- **Facility Coordinator** **\$150**
  - *setup and clean up*
- **Audio/Visual Technician** **\$150**
  - *support sound and insert media (if desired)*
  - *selected from church's list of authorized people*
- **Bulletins** **\$100**
  - *preparation and printing*
- **Church Musician (service only, no vocalists)** **\$250**
  - *plays piano or organ for service*
  - *if not available, a substitute can be found*
  - *extra: accompany soloist (\$50)*
- **Church-provided vocal soloist** **\$150**
  - *Church Musician can direct you to trained voices*
  - *extra: additional solos (\$25)*

## Standard Funeral / Memorial Service

*Based on the Evangelical Lutheran Worship Hymnal*

Gathering	Apostle's Creed
Entrance Hymn	Prayers of Intercession
Thanksgiving for Baptism	<i>OPTIONAL: Communion Liturgy</i>
Greeting	Lord's Prayer
Prayer of the Day	Prayer After Communion
<i>OPTIONAL: Eulogy/Remembrances</i>	Commendation
Scripture	Benediction
Gospel	Dismissal
Sermon	Sending Hymn
Hymn of the Day	

## Scripture Ideas:

### Old Testament Lesson:

Job 19:23-27a	I know that my Redeemer lives
Ecclesiastes 3:1-15	For everything there is as season
Isaiah 55: 1-3, 6-13	Everyone who thirsts, come to the waters
Lamentations 3:22-26, 31-33	The steadfast love of the Lord never ceases

### Psalm:

Psalm 23	The Lord is my shepherd
Psalm 42:1-7	As a deer longs for flowing streams
Psalm 121	I lift up my eyes to the hills
Psalm 139	You knit me together in my mother's womb

### New Testament:

Romans 8:31-35, 37-39	Who will separate us from the love of Christ
Hebrews 12:1-2	We are surrounded by so great a cloud of witnesses
Revelation 7:9-17	God will wipe away every tear
Revelation 21:2-7	I saw the holy city, the new Jerusalem

### Gospel:

Matthew 5:1-10	Blessed are those who mourn
Luke 24:1-9,36-43	The resurrection of Christ
John 10:11-16	I am the good shepherd
John 11:21-27	I am the resurrection and the life
John 14:1-6	In my father's house are many rooms

## Hymn Suggestions

# 379 Now the Green Blade Rises	# 646 The Peace of the Lord (La Paz del Senor)
# 396 Spirit of Gentleness	# 661 I Love to Tell The Story
# 397 Loving Spirit	# 732 Morning Cry
# 433 For All the Saints	# 765 Lord of All Hopefulness
# 439 Soon and Very Soon	# 773 Precious Lord, Take My Hand
# 456 Baptized in Water	# 779 Amazing Grace
# 459 Wade in the Water	# 780 Shepherd Me, O God
# 485 I am the Bread of Life	# 787 On Eagle's Wings
# 608 Softly & Tenderly Jesus is Calling	# 790 Day by Day
# 613 Thy Holy Wings	# 793 Be Thou My Vision
# 619 I Know That My Redeemer Lives!	# 826 Thine the Amen
# 638 Blessed Assurance	