

GUIDE TO FUNERAL AND MEMORIAL SERVICE PLANNING

HOLY TRINITY

Evangelical Lutheran
Church

MARIETTA, GEORGIA

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IN LIFE AND DEATH _____

“At a person’s death, the church shares the grief of those who mourn and remembers the brevity of life on earth. At the funeral or memorial service, we give voice to sorrow, thank God for our loved one, and entrust this companion of ours into the hands of God. Trusting in God’s promise in baptism that we are claimed by Christ forever, we rest in the sure hope of the resurrection. When the church gathers to mark the end of life, Christ crucified and risen is the witness of worship, the strength of mutual consolation and the hope of healing.”

Our theology shapes not only our beliefs about death, but also how we celebrate the life of the one who has died. Frequently, we witness occasions in which a family faces the death of loved one without any real knowledge of the deceased’s wishes for their service.

As with faith itself, the time to prepare is not at the time of death, but during the previous months and years. It is an act of both faith and love to make these preparations and decisions in advance. Such action not only provides guidance to those making the final arrangements, but also alleviates additional anxiety for families and friends during what is naturally a very difficult time of the ways our church family may be of assistance.

-Evangelical Book of Worship.

The purpose of this booklet is to assist members and friends of Holy Trinity in their preparation for the eventuality of death. All too often families have been forced to face this time with only the barest understanding of all that is involved in planning.

WHEN DEATH OCCURS _____

One of the ministers of the church should be second only to family to learn of the death of a church member. Call the church office and arrange for an appointment with one of our ministers.

Our ministers, through early involvement with loved ones, can offer help in difficult transition decisions regarding arrangements for the funeral or memorial service.

WHERE & WHEN SERVICES SHOULD BE HELD

The church building itself is the appropriate place for a Christian funeral or memorial. In the Sanctuary we are surrounded by symbols of the faith, which remind us of the promise of resurrection and of the “great cloud of witnesses” who have “kept the faith and finished the race” and now have inherited the “crown of glory.”

The ministers wish to be sensitive to the needs and desires of family members. Services are typically held within three to four days after a death has occurred. It may be necessary to take into consideration travel schedules for family members, availability of the ministers and church musicians, and previously scheduled events on the church calendar.

If for some reason a funeral home is chosen as the place for the service, such arrangements must be made with the funeral home director.

BURIAL, CREMATION OR DONATION _____

Burial is a dignified custom that many people may wish to observe. Advance consideration should be given to the location of the cemetery and the selection of the burial plot, including the need for future graves.

The practice of cremation is consistent with the Christian faith and is much less expensive than traditional burial. It is not new; it has been practiced by Christians throughout the centuries. The remains are usually placed in a container and kept in an appropriate place such as a columbarium. Another option is the scattering of the ashes by family and friends at a location that holds special significance.

A third choice is to donate one’s body to a medical institution for study or a donation of parts of the body, e.g. eyes, kidneys, tissue, etc., for medical use and/or research. The donation of one’s body is considered an act of love and is an option which may be considered by all Christians.

The worship elements for a funeral service are used when a body or ashes are present. The worship elements for a memorial service are used when there is no body or ashes present. There is not a significant difference between the two services.

GUIDELINES FOR THE SERVICE _____

- Order of Worship

The funeral or memorial service is a liturgical service of worship to glorify God and to console the living.

Although thankfulness is to be expressed to God for the life and witness of the deceased, the focus of worship is upon God; and as such, prolonged and undue attention upon the deceased is discouraged. We ask that only one eulogy be planned (if desired) and that it be limited to 5 minutes. This is desirable as the emphasis of the service is placed on the worship of God, not on praise of the deceased.

The order of service may be found in the Lutheran Book of Worship, beginning at page 279. Please reference the format, found at the end of this booklet as you plan your service.

Emphasis should be placed upon the readings of Scripture for the declaration of the Christian hope and any further readings or music should be carefully scrutinized to assure that they are consistent with the biblical affirmations of God's power over death.

A short homily may be preached, which likewise bears testimony to the hope and promises set forth in Scripture. Thanks, may be offered for the God-given life of the one who has died, and intercessions for family members and other loved ones who grieve may also be offered.

The congregation participates in the service through responsive prayers, affirmations, and by singing hymns. This enables all to respond in a positive, active way in giving thanks to God for the life of the deceased.

In the event that rites of some military or fraternal order are desired, this ceremony should be conducted at a prior time and arrangements may be made for them to occur in another location. The Christian service is complete in itself and should be kept apart from other rituals.

INTERMENT SERVICES _____

The final disposition of the remains is another matter requiring forethought. Depending on the choice made (ground burial or cremation), time may be of the essence. When speaking with the pastor, you may decide to have an interment service before or after the funeral or memorial service. If ground burial or placement of an urn in a columbarium is the choice, additional arrangements must be made with the appropriate entities.

ADVANCED PLANNING _____

We encourage families to engage in advance planning for arrangements at the time of death. In addition to planning the funeral or memorial service, there are several other actions and decisions which can be made in advance. These include making lists of important documents, providing a written personal history, executing a will, and completing advance medical directives. To assist in this planning process, the pastors of the church may provide you with several forms and resources which you may find helpful.

If you choose to complete a document indicating your wishes for the funeral or memorial service, we urge you to share a copy (as appropriate) with family members, your attorney, your physician, and with the church. All documents delivered to the church will be considered strictly confidential.

The church does not accept any legal liability for their custody nor may the church require others to follow directions and requests set down in them. However, they will be made available only to appropriate individuals to whom they may offer guidance. Of course, you may change any of the documents or have them returned to you at any time.

- Music

The church organist will play for all services held in the church sanctuary and will consult with the family concerning the desires for music during the service.

Pre-recorded music is not used in the service. Guest musicians must be cleared with the organist prior to scheduling. Instrumentalists and soloists may be employed but the organist should be consulted, and specific times set for rehearsals prior to the date of the service. Organist fees apply for all rehearsals.

- Photographs, Videos and Memorabilia

Photographs and memorabilia of the deceased may be displayed in the fellowship hall. No such items are placed in the sanctuary during the service. This is in keeping with the belief that the service should first and foremost focus on God.

Videos are not shown during a funeral or memorial service in the sanctuary. They may be included in the fellowship hall if proper equipment is provided. The church does not provide such equipment or operators.

- Flowers

Flowers are a traditional way of expressing sympathy. However, in keeping with the general worship practices of this congregation, only one arrangement will be permitted in the sanctuary. This arrangement is placed at the rear of the altar area. Other floral expressions may be displayed in the narthex or fellowship hall.

Typically, the family of the deceased will make arrangements with a florist of their choosing to ensure that the provider is aware of the size and style appropriate to Holy Trinity's sanctuary.

In lieu of flowers, memorial contributions may be given to the Holy Trinity Evangelical Lutheran Church or to a recognized charitable organization. In this way, the memorial becomes a "living gift" and the deceased, in very tangible ways, continues to support the work and ministry of the Church or other benevolent causes in which s/he had an interest.

- Pall

The church furnishes a white brocade pall (a cloth covering) for every funeral held in the church sanctuary. The symbolism of the church pall is multilayered. Baptism is often spoken of in the New Testament as death in Christ and resurrection to new life.

The pall is white, representing the color of baptism robes worn by early Christians. The pall also symbolizes the fact that in Christ we are "clothed" with grace. In Christ we put off the old self and put on a new creation. In covering the casket or container, the pall symbolically expresses the Christian conviction that all persons are equal in the eyes of God and attention is drawn away from consideration of the cost or appearance of the casket or container.

Because the casket or container is covered by a pall, the purchase of a floral casket cover, blanket or container arrangement is unnecessary. If the family chooses to use a flower casket cover, blanket, or container arrangement, it will be removed before the casket or container enters the church.

Following the Benediction, as the casket is taken from the church, the flowers may again be placed on the casket before it is transported for burial.

- Paschal Candle

The Paschal Candle stands at the head of the casket or the urn stand during the service. The Paschal candle stands by the baptism font during a memorial service. The candle, symbolic of God's gift of grace bestowed upon us in baptism, has been used since ancient times to remind God's people that we are, through the life, death and resurrection of Jesus Christ, delivered from darkness and into the light of God's eternal love. Death and resurrection are the basic meaning of baptism. Physical death marks the final and complete baptism in which, by the power of God, we are delivered into God's eternal Kingdom.

- Printed Programs

Holy Trinity provides printed programs containing the complete service of worship for every funeral or memorial held at the church. A standard format for the service and other contents is followed. A brief biography and photograph supplied by the family may be included if given with advanced notice. Please speak with the church administrator about including one.

SERVICE LOGISTICS

- Before the service

The family and close friends of the deceased are asked to gather no later than fifteen minutes prior to the start of the service in the library, room A1, or the chapel located just off the narthex. The officiating minister or usher will meet you there, provide you bulletins and then escort you to a reserved seating section in the sanctuary. You are asked to remain standing, as you are able, as you enter, and the service begins.

- After the service

At the conclusion of the service, the presiding minister will escort you out of the sanctuary. You may form a receiving line in the narthex or in the fellowship hall. If a casket present, you may follow the casket to the hearse and then be escorted directly to your vehicles for transport to the burial site.

RECEPTIONS _____

Receptions for funerals are not required but may be held to provide additional time to greet your family and friends. The Church Hospitality Team will help oversee all food events and assist with planning and equipment needs. Responsibility for providing food and drink and for setting up and cleaning up after the event lies with the group hosting the event. Please contact the church administrator to get church hospitality team information.

- Scheduling

If you wish to host an event (lunch, reception, dinner, etc.) you will need to contact:

1. The church administrator in advance to reserve your date and time. (a facility usage request form must be submitted)
2. Contact the church hospitality team leader to coordinate kitchen and equipment use and to help coordinate any special set up requests for facilities manager to facilitate.

- Refreshments

Providing refreshments for receptions may be handled in one of two ways:

1. If the deceased is actively involved with a group that is willing to provide food and drink and provide the labor for set up and clean up for the reception, please contact a representative of that group (W-ELCA, ministry group, neighborhood, etc.). That group representative is to work with the church hospitality team leader to make all arrangements.
2. A professional caterer may be hired to provide food and drink. Please consult the church office for guidelines on use of the fellowship hall or upper room. The caterer is bound by all guidelines set forth for use of these gathering spaces.

Due to liability and insurance, only a licensed, professional caterer is suggested to provide food for receptions. Proof of insurance must be provided to the church administrator prior to the reception.

Caterers must provide their own linens, cooking, serving and clean-up equipment. The caterer is responsible for removing trash to the dumpsters located on the church property. The caterer is responsible for ensuring floors are left clean.

Recommended Caterers:

Avante Catering	770-427-0145
Carriage House	770-926-9852
Silver Platter	770-977-4388
Superior Catering	770-941-9263

- FEES

All Fees are to be made payable on or before the service date and made to Holy Trinity Lutheran Church.

Active Church Members:

Use of Sanctuary	Covered by Church
Use of Fellowship Hall or Upper Room	Covered by Church
Organist Fee - (includes 1-hour service)	\$200.00
(Additional may be required for any extra rehearsals needed)	
Guest Musician Fee	As Arranged
Pastor Fee / Honorarium.	No Designated Honorarium
A fee is not set; the given amount is at the discretion of bereaved. (If travel is required, mileage rates & other fees may apply)	
Guest Pastor / Clergy Fees	As Arranged
Facilities Manager	Covered by Church
(includes 1hr for service & 2hrs for setup/cleanup)	
Administrator/Coordinator (if required)	Covered by Church
AV Video Streaming Service Fee	As Arranged

Guests / Non-Church Members:

Use of Sanctuary	\$150.00
Use of Fellowship Hall	\$250.00
Use of Upper Room	\$350.00
Organist Fee - (includes 1-hour service)	\$200.00
(Additional may be required for any extra rehearsals needed)	
Guest Musician Fee	As Arranged
Pastor Fee / Honorarium.	\$_____
A fee is not set; the given amount is at the discretion of bereaved. (If travel is required, mileage rates & other fees may apply)	
Guest Pastor / Clergy Fees	As Arranged
Facilities Manager	\$75.00
(includes 1hr for service & 2hrs for setup/cleanup) Additional fees may apply depending on duties required.	
Administrator/Coordinator (if required)	\$75.00hr
(Fees may vary depending on duties requested)	
AV Video Streaming Service Fee	\$100.00
(Fees vary as this is not a regular service that is frequently provided however, it can be an option at a cost)	

SCRIPTURE READINGS FOR A FUNERAL OR MEMORIAL SERVICE:

The following readings are particularly appropriate for use in the funeral or memorial service, and in ministry with the dying and bereaved. An Old Testament, Psalm, Epistle and Gospel selection are usually included in the service.

- Old Testament

Job 19:23-27	I know that my redeemer lives
Isaiah 25:6-9	God will swallow up death forever
Isaiah 26:1-4, 19	God will keep them in peace
Isaiah 40:1-11, 28-31	Comfort my people
Isaiah 40:28-31	Those who wait for the Lord shall renew strength
Isaiah 43:1-3a, 18-19, 25	When you pass through the waters I will be with you
Isaiah 44:6-8	I am the first and the last
Isaiah 55:1-3, 6-13	Ho, everyone who thirsts
Isaiah 61:1-4, 10-11	The spirit of the Lord is upon
Isaiah 65:17-25	I create new heavens and a new earth
Lamentations 3:19-26, 31b-32	The Lord's steadfast love
Daniel 12:1-3	Many of those who sleep in the dust shall awake
Joel 2:12-13, 23-24, 26-29	Return to the Lord with all your heart

- At the loss of a child

Zechariah 8:1-8	Children playing in the streets of the city of God
Isaiah 65:17-25	I create new heavens and a new earth

- Psalms

Psalms 16:5-11	The Lord is my chosen portion
Psalms 23	The Lord is my shepherd
Psalms 27:1, 4-9a, 13-14	The Lord is my light and my salvation
Psalms 30:4-5, 12	Lord, let me know my end
Psalms 42:1-6a	As a deer longs for flowing streams
Psalms 43	Give judgment for me, O God
Psalms 46:1-5, 10-11	A very present help in trouble
Psalms 90:1-10, 12	Teach us to number our days
Psalms 91	The one who dwells in the shelter of the Most High
Psalms 103	Bless the Lord, O my soul
Psalms 106:1-5	O give thanks to the Lord
Psalms 116:1-9, 15	The Lord has heard my voice
Psalms 118	Open the gates of righteousness
Psalms 121	I lift up my eyes to the hills
Psalms 130	Out of the depths I cry to the Lord
Psalms 139:1-12	Where shall I go from your spirit
Psalms 145	I will extol you, O God my King
Psalms 146	Hallelujah! Praise the Lord, O my soul

SCRIPTURE READINGS FOR A FUNERAL OR MEMORIAL SERVICE:

- Epistles/New Testament

Romans 5:1-11	Hope does not disappoint
Romans 6:3-9	Baptized in Christ's death, raised to live with him
Romans 8:14-23, 31-39	Nothing can separate us from the love of God
Romans 14:7-9 10b-12	Whether we live or die, we are the Lord's
1 Corinthians 15:3-8, 12-20a	Christ raised from the dead
1 Corinthians 15:20-26, 35-38,	Death is swallowed in victory
1 Corinthians 15:35-44	The natural body and the spiritual body
1 Corinthians 15:50-57	We shall all be changed
2 Corinthians 4:16-5:1	Visible things are temporary
2 Corinthians 5:1-10	From God we have a house not made with hands
Ephesians 1:11-2:1, 4-10	Saved by grace through faith
Philippians 3:7-11	Knowing him and the power of his resurrection
Philippians 3:20-21	Our citizenship is in heaven
Colossians 3:1-17	Set your minds on the things that are above
1 Thessalonians 4:13-18	The comforts of Christ's coming
2 Timothy 2:8-13	If we died with him, we shall also live with him
2 Timothy 4:6-8	I have run the good race
Hebrews 2:14-18	Christ was tested in every way
Hebrews 11:1-3, 14-16, 12:1-2	Faith, the pilgrimage, the cloud of witnesses
1 Peter 1:3-9	Without seeing Christ, you love him
1 Peter 3:18-22, 4:6	Christ's ministry to the spirits in prison
1 John 3:1-3	We are children of God
Revelation 7:2-3, 9-17	They who have come out of the great tribulation
Revelation 14:1-3, 6-7, 12-13	Rest for the saints
Revelation 21:1-4, 22-25, 22:3-5	A new heaven and a new earth
Revelation 22:1-5	The Lord God will be their light

- Gospels

Matthew 5:1-12a	The Beatitudes
Matthew 11:25-30	Hidden from the wise, revealed to infants
Matthew 25:1-13	Wise and foolish bridesmaids
Matthew 25:31-46	The last judgment
Luke 7:11-17	Jesus raises the son of the widow of Nain
Luke 18:15-17	We enter the kingdom on as children
Luke 23:33, 30-43	Today you will be with me in Paradise
John 3:16-21	God so loved the world
John 5:24-29	Whoever hears and believes has eternal life
John 6:37-40	I will never drive you away
John 6:47-58	Whoever believes in me has eternal life
John 11:17-27	I am the resurrection and the life
John 11:3-44	Lazarus raised from the dead
John 14:1-6, 25-27	Let not your hearts be troubled

- At the loss of a child

Matthew 18:1-5, 10	The greatest in the kingdom of heaven
Mark 10:13-16	Let the children come to me

HYMN SELECTIONS FOR A FUNERAL OR MEMORIAL SERVICE:

The following hymns are particularly appropriate for use in a funeral or memorial service and are found in the Evangelical Lutheran Worship Book. Normally 2 or 3 hymns are selected, as indicated in the order of worship, and may be found in the Evangelical Lutheran Worship book. Please bear in mind that some songs may be better suited to a soloist rather than as congregational hymn. Music not suitable for inclusion in the service may be better used later in a reception or private family gathering.

Please speak with the church musician regarding your final selections. Other hymns or songs, not found in our hymnal may be considered, keeping in mind the themes of resurrection, hope, assurance, and eternal life. Copyright laws will be followed in regard to reproducing material from sources not covered by our reproduction licenses. The music department reserves all rights to final selection and inclusion of music in the service.

313	O Lord, now, let your servant	328	Restore in us, O God
361	The Day of Resurrection	377	Alleluia! Jesus is risen
379	Now the green blade rises	381	Peace, to soothe our bitter woes
391	This joyful Eastertide	422	For all the saints
426	Sing with all the Saints in glory	427	For all your saints, O Lord
428	Give thanks for saints	441	Oh, happy day when we shall stand
485	I am the bread of life	502	The King of love my shepherd is
504	A Mighty Fortress is Our God	595	Jesus loves me
596	My hope is built on nothing less	597	My hope is built on nothing less
613	Thy Holy wings	618	Guide me ever, great Redeemer
619	I know that my Redeemer lives!	620	How sweet the name of Jesus sounds
623	Rock of ages	624	Jesus, still lead on
628	Jerusalem, my happy home	629	Abide with me
632	O God our help in ages past	635	We walk by faith
639	When we are living	645	Christ is made the sure foundation
656	Bless be the tie that binds	660	Lift High the Cross
697	Just a closer walk with Thee	742	What a friend we have in Jesus
759	My faith looks up to Thee	767	Lord, take my hand and lead me
769	If you but trust in God to guide you	773	Precious Lord, take my hand
776	What God ordains is good indeed	778	The Lord's my shepherd
779	Amazing grace	781	Children of the heavenly Father
782	My shepherd, you supply my need	785	When peace like a river
787	On eagle's wings	790	Day by day
815	I want to walk as a child of the light	835	All creatures, worship God most high
838	Beautiful Savior	840	Now thank we all our God

A CONVENIENT CHECK LIST:

Use this list to review those items that may require attention as you plan for a funeral or memorial service. This list is not intended to be wholly inclusive, but as a way to begin plans once family and friends have been notified.

- _____ Call the church office to notify the church administrator & pastor of the death. 770-971-4600
- _____ Make an appointment to speak with the pastor regarding service plans & pickup service plan form.
- _____ Make an appointment to speak with the church musician(s) regarding service liturgy and music.
- _____ Reserve sanctuary and any additional required space once plans are complete with church administrator.
- _____ Contact church Hospitality Chair regarding funeral reception plans and setup.
- _____ Ensure all Biographies, memorabilia, pictures & guest book are given to church administrator promptly.
- _____ Cover all fees. (Payable at least one day prior to the service)

Items not connected to or handled by Holy Trinity but should be considered.

- _____ Call a funeral home and make arrangements regarding burial, cremation or donation.
(The funeral home will be able to assist you with the preparation of the body, obituary, floral needs and transportation).
- _____ Call florist of your choosing to make arrangements for desired floral tributes from the family if not handled by the funeral home. Be sure they are aware of our customs and policies concerning casket covers and floral tributes in the sanctuary. (Floral arrangements should arrive at least 1 hour prior to service and should be delivered to the church Narthex and not the sanctuary).
- _____ Call the newspaper and place an obituary notice if not handled by the funeral home.
- _____ Notify any professional organizations the deceased may have belonged to.
- _____ Notify your legal representatives and any insurance carriers to report the death.
- _____ Notify banks and credit card companies in order to cancel or to freeze accounts.

Holy Trinity Evangelical Lutheran Church
2922 Sandy Plains Road, Marietta, GA 30066
churchoffice@holyltrinitymarietta.org
Office: 770-971-4600



HOLY TRINITY EVANGELICAL LUTHERAN CHURCH
Funeral/Memorial Service Planning

Deceased's Full Name as it to be printed _____

Nick Name for bulletin (if used) _____

Date of Birth _____ Date of Death _____

Family Representative _____

Family Representative Email _____

Family Representative Contact Number C _____ H _____

Funeral Home handling arrangements _____

Visitation: Yes _____ No _____ (where and when) _____

Preplanned service information on file in church office: Y _____ N _____

Service Date _____ Time _____

Funeral Service with _____ Casket _____ Cremains or Memorial Service only _____

Principal Musician: _____

Officiating Pastor(s): _____

Online streaming requested Yes _____ No _____ AV Operator : _____

_____ Casket to arrive by (time) _____ Delivered by: _____
(Casket should be brought into Sanctuary through side entrance and placed horizontal in front of Altar)

_____ Cremains to arrive by (time) _____ Delivery by: _____
(Cremains will be placed on a Small Table in front of the Altar and covered with a Pall, provided by church)

_____ Burial _____ Interment (when and where) _____

HT Building Open at (time) _____ Opened by: _____
(Building will open for guests 30 minutes prior to service to allow time for seating)

HT Building Close at (time) _____ Locked by: _____
(Unless a reception is scheduled family and guests should plan to leave the building immediately following service so that the building can be secured)

(Please use the attached Check List for detailed instructions regarding building procedures & facility guidelines)

Service Information:

Bulletin Biography: Y____ N____ # of bulletins to print _____ Will you provide Picture Y____ N____
(place bulletins on stands outside or sanctuary doors for ushers)

Memorabilia/Picture display: Y____ N____ Floor easel_____ Table easel ____ TV ____ Video____
Will a Guest Book be provided by family? Yes ____ No ____ or is Church to Provide: Yes ____ No ____

Will you need Ushers for Service? () Yes () No

(You may provide your own ushers or greeters or contact our church administrator should the church need to help provide for the service.) Family Provide: () Yes () No Church Provide: () Yes () No

Usher Names: _____ Usher Names: _____

Flowers: "In lieu of flowers notice" cause or nonprofit recipient(s) _____

Sanctuary Flowers? Y____ N____ Provided by: _____

Flowers delivered will be placed in Narthex or Fellowship Hall unless otherwise directed.

Following Service what would you like to have done with Flowers? _____

Flowers must be removed immediately following service unless they are being donated to the church.

Reception: Will you need to reserve the Fellowship Hall at the church for a Reception? Y ____ N ____

Do you have a cater or would you like to request help from the church hospitality team? _____

Name and Contact of Caterer: _____

If you would like for the church to provide help with a small reception, please contact our church administrator to reserve the date, room and time and our Hospitality Chairperson Weegie Hoffman at weegie.hoffman@gmail.com to discuss and coordinate reception set/up and menu.

Time of Reception: _____ Reception Set up time _____ Clean up time _____

(Fellowship Hall tables will be set up and taken down by Facilities Manager) all other set up and cleanup will be the responsibility of family unless otherwise directed. (Receptions are limited to a 4-hour maximum which includes the time for setup & cleanup)

Family Contact for Reception: _____ # _____

Other information or Special Needs Requested: _____

NOTE: Minister honorarium and Musician fees are due before the service and are made payable directly to the recipient. Any building use fees are to be made payable to Holy Trinity Evangelical Lutheran Church and are also due prior to the day of the event. Contact Church Administrator thodges@holyltrinitymarietta.org for other details.

Note: Readings are printed and placed on the pulpit prior to the service for the reader(s). Service Bulletins are placed on stands outside the sanctuary doors for guests to pick up.

Memorial / Funeral Service

** Indicates optional or changeable service portions

Prelude

Thanksgiving for Baptism

Greeting

Hymn _____ ELW# _____

Prayer of the Day

**Words of Remembrance (Optional- 5 Minutes total) _____ (name of speaker)

**First Reading (Optional; Old Testament selection) _____

Psalm _____

**Second Reading (Optional; Epistle or New Testament selection) _____

Gospel Reading (Gospel selection) _____

Homily

**Hymn (or Solo if desired) _____ ELW# _____

Creed

Prayers of Intercession

Lord's Prayer

_____ **Commendation (only if casket or cremains are present)

Blessing and Sending

Hymn _____ ELW# _____

Postlude

Officiating Pastor (s) _____

Principal Musician _____

Ushers _____

Reader (name(s)) _____

AV Booth Operator (if required) _____

Holy Trinity Evangelical Lutheran Church

2922 Sandy Plains Road
Marietta, GA 30066

Church Office: (770) 971-4600

Email: churchoffice@holytrinitymarietta.org

Website: www.htelcm.org or www.holytrinitymarietta.org

Sr. Pastor: Rev. Mark Beatty

Associate Pastor: Rev. Bonnie Lanyi

Church Administrator: Teresa Hodges

