

## **IN TIMES OF BEREAVEMENT**

Hosanna Lutheran Church is here to support you and work with you in honouring your loved one and in celebrating the love of God. This page provides some information to assist you.

1. In the event of a death, our pastor is available to meet with you for counseling, and planning and presiding at a funeral service. The pastor and trained members of our congregation are available to help with the grieving process at any time.
2. The funeral or memorial service may be held in the sanctuary at Hosanna. Please contact our church office as soon as possible to make arrangements for the service. Our pastor will work with you to suggest hymns and readings, and an organist is available to play.

If you choose to have the service at any of the funeral service establishments, our pastor may also be available. You will be able to arrange for an organist and a reception using their services.

3. Receptions after a service at the church can be arranged with a caterer of your choice. Please note that the caterer will need to be responsible for all food, drink, and supplies. No alcohol is allowed during funeral receptions. Hosanna hall rental includes the use of our tables and chairs.
4. Memorial Gifts: If you have chosen Hosanna Lutheran Church as a recipient of memorial donations, we will provide special offering envelopes at the time of the service. The office will process and record these donations, and donors will receive acknowledgment and a charitable receipt at year end. A list of donors can be made available to you if you wish. On the next page are the options for using any memorial donations to Hosanna that we receive.

Memorial donations to other organizations (Heart Fund or Cancer Society for example) need to be handled yourself; your funeral director may be able to help with that.

### 5. Fees:

Fees are outlined on the Schedule of Fees page. These are for individuals contracted for their services, such as pastor, organist, A/V technician, and set-up. See the Schedule of Fees for the amounts. Hosanna currently accepts payment by cash, cheque, debit, or by e-transfer ([donations@hosannalutheran.ab.ca](mailto:donations@hosannalutheran.ab.ca)). All payments may be made leading up to the day of the service, on the day, or within the following week.

*Revised April 2022*

## **MEMORIAL DONATIONS to HOSANNA LUTHERAN CHURCH**

Memorial gifts from family and friends in memory of the deceased may be directed to Hosanna Lutheran Church. These are recorded in a special Memorial book which is displayed on occasion. If any donations to Hosanna are received by the family in cards and letters, they should be brought to the church office for processing.

The office will process and record donations to Hosanna. Donors receive acknowledgment of their gift and a charitable receipt at year end. A list of donors can be made available to you.

The options for any memorial gifts are listed below. Please give us direction on how you wish any donations to be used by completing and returning the bottom portion of this page. If you have any questions about the funds, contact the church office.

1. Hosanna Lutheran Church general fund: all church expenses  
(Sunday School, outreach programs, utilities, staff salaries, etc.)
2. Sustainability Fund: renovations, extraordinary repairs and purchases  
(examples: roof replacement, carpet, kitchen appliances)
3. Global Missions Fund: tuition and other related expenses (books, uniforms)
4. Mission & Ministry Fund: used to enhance/ expand the mission/ ministry of the congregation and/ or the wider church

## **SCHEDULE OF FEES**

There is no pre-set cost for the use of the sanctuary, an appropriate donation is appreciated.

1. PASTOR's honorarium	_____	<u><b>\$300-400</b></u>
2. ORGANIST	_____	<u><b>\$200</b></u>
3. AUDIO/ VISUAL TECHNICIAN	_____	<u><b>\$75</b></u>
4. CUSTODIAL ( <i>set up</i> )	_____	<u><b>\$100</b></u>
5. RECEPTION ROOM RENT, payable to Hosanna Lutheran Church <i>Contact the church office for details and to make those arrangements.</i>		<u><b>\$125-200</b></u>
6. RECEPTION LUNCH to be paid to caterer of your choice.		

### Things to keep in mind:

- A donation to the church is also appropriate. (\$300-\$400). **A charitable receipt will be issued for any such donation after year end.**
- Payment to soloists or other musicians is appropriate if you request these services.
- There is a weekend premium for services held on Saturday, or on Statutory holidays, of an additional 25% for all fees.
- An official statement of fees can be prepared at your request.

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