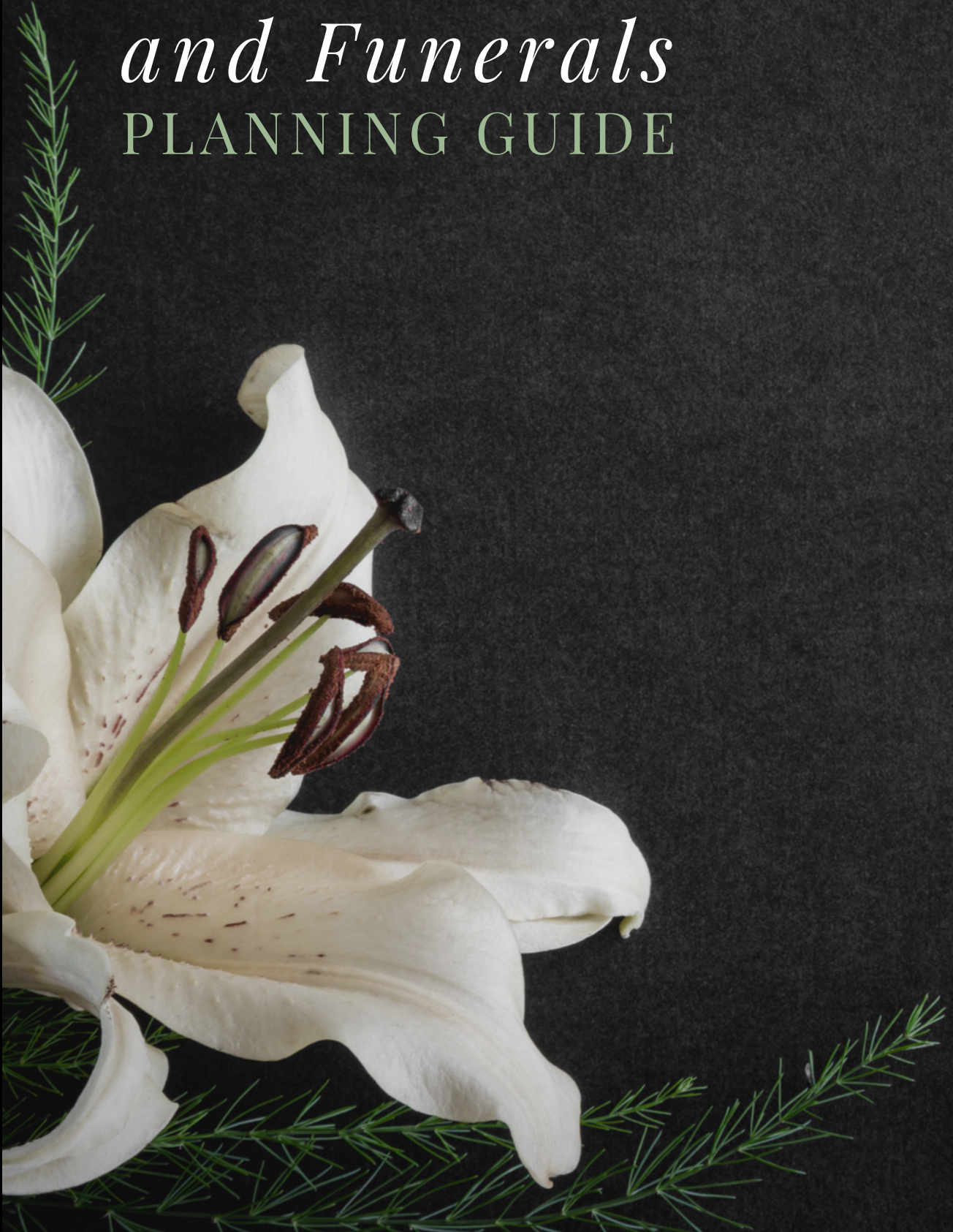


Forerunner Church
Memorial Services
and Funerals
PLANNING GUIDE



Planning the Service

Dear Forerunner Church Family,

The pastoral staff at serves our church family in a number of ways, not the least of which is care before, during, and after the loss of a loved one. We hope this information will provide you with a path to guide you during this significant time.

The inherent belief in the risen Christ is the cornerstone of our services (either a funeral or memorial). Christ is our hope for eternal life and we offer this hope to the surviving family and friends that their beloved is now in God's eternal charge. Planning a service can be a blessing to those in grief. A time to laugh and to cry as the stories are shared and retold. It is our pleasure to help you and your family.

For Questions regarding having your funeral or memorial services at Foreunner Church please email:

Office@forerunnerchurch.com

BEFORE DEATH OCCURS

Our pastoral care staff will be happy to visit with you and provide a planning document. Once completed, a permanent file will be made and your data base record will reflect that you have pre-planned your service.

WHEN DEATH IS IMMINENT OR DEATH OCCURS

When a death is imminent our pastors are honored to come and pray with you. We will make every effort to have someone come to you. The funeral director will help coordinate this. Please email offices@forerunnerchurch.com and we will help you.

DATE, TIME, PLACE OF SERVICE

If you wish for one our pastors to conduct the funeral for your loved one, please visit with him or her before you schedule. To avoid personal and building conflicts the pastor will contact the Funeral Program Director to coordinate. We will to our best to accommodate your wishes in your time of grief.

The Forerunner Church Building is currently the only facility that serves the IHOPKC and Forerunner Church Family's for funerals.

Music

Music is an integral part of any worship service. So often music can speak volumes when we are unable to speak ourselves. We have top of the line sound equipment and speakers to help make this a meaningful moment during the various parts of the service. If you'd like worship leaders or singers our facilities will accommodate this. Just inform your pastor and coordinator. Below is a typical layout of the service with music.

Prelude: Music playing 20 minutes prior to the service. A slide show may be play during this time.

Processional: Music will compliment the processional as the family walks into the Chapel with the pastor and to be seated.

Recessional: The casket (if applicable), pastor and family exit the church to this music.

Postlude: the music will play until the guests have left the Chapel.

TYPE OF SERVICE

- A traditional funeral (where the casket is present), graveside to follow
- A memorial service (where there is no casket)
- A graveside service only
- A graveside service prior to the memorial service

Often, the family provides a video tribute or slide-show. The video must be in DVD format, ready to play.

MAKING SERVICE PLANS

Following the selection of the date, time, place and type of service the minister will arrange to gather the family and learn the stories. This meeting can either be at the family home or at the church. This will be a time to select favorite scripture and discuss musical choices as well. The Funeral Program Coordinator works behind the scenes to handle all logistics for the service at the church. They contact the media team, as well as the custodial services and sound technician necessary to present a proper and fitting tribute. They will ask about the number of guests you might expect and discuss processional procedure and seating of the family and honored guests.

FEEES

There are no fees associated with using the building for funerals or memorials held at Forerunner Church. A suggested love offering to cover logistic support is encouraged. Our office will communicate the details on this upon request.

FLOWERS

Floral offerings are a wonderful way to pay tribute to a loved one. The beautiful plants and blooms honor God's creation of life. Removal of the arrangements is the responsibility of the family or the funeral home.

Order of Service

This is a guide to a typical funeral service at Forerunner Church:

- Family entrance and greeting
- Welcome and prayer (emcee)
- Worship
- Eulogy
- Special Music (Slide show)
- Family and loved ones speak
- Pastor's Message (offered by the officiating pastor)
- Closing Prayer and Blessing (emcee)
- Details for reception/gravesite visitation/extended family greeting (emcee)

MEMORABILIA

Frequently, family members set up a memory table in the entry area with photos, albums, awards or certificates of achievement, hobby examples or other personal items relating to their loved one. We provide the table(s) and cloth(s) for these displays

FUNERAL HOME RESPONSIBILITIES

These are a few of the things you should rely on the funeral home to provide or give guidance:

- Casket or urn
- Cemetery choice – plot or niche space
- Flowers
- Processional to cemetery
- Visitation, if held at the funeral home
- Obituary in the local newspaper
- Guest book

FUNERAL HOMES, CREMATION FACILITIES AND CEMETERIES

There are many excellent providers in the Kansas City metro area. The church does not endorse specific providers. This is a very personal service and we suggest you interview and consult to make your decision.

AFTER CARE

Your church does not want you to feel you are alone following your loss. Our pastoral team is here to meet with you following your loss. We encourage you to continue to be supported emotionally and spiritually after the funeral. We also offer lay-counseling for on-going support. Contact: Counseling@ihopkc.org for more info.



FORERUNNER CHURCH

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