



CHURCH *of the* INCARNATION

FUNERAL & BURIAL INSTRUCTIONS

We have gathered this material to help you and your family prepare in advance. It will enable your family and our parish clergy to understand your wishes and preferences. The clergy will help plan the service and will stand ready to assist you and your family in any way. A member of the clergy should be notified when death is imminent and the Church's Last Rites are desired, and immediately of a death.

The Christian Witness about Death and Burial

"I am the resurrection and the life, saith the Lord; he that believeth in me, though he were dead, yet shall he live; and whosoever liveth and believeth in me shall not die."

John 11:25

From the beginning of the Church's life, Christian burial has been an important and integral part of the life of the local Christian community. The death and resurrection of Jesus Christ put an end to the power of death; thus followers of Jesus believe that death is but the entrance to new and eternal life with Him. We wait in joyful expectation for the resurrection of the dead and for the body which awaits that resurrection. Thus Christians show a proper respect and treat the body with great dignity.

Christian burial is marked by three characteristics.

1. First and foremost, it is an act of worship wherein we glorify God for the gift of eternal life offered in Jesus Christ our Lord.
2. Second, it is a commitment of the one we love to the mercies of God in the faith that He will preserve in peace those who have died in the faith of Christ.
3. Third, it is a time when members of the Body of Christ gather in the context of worship to comfort one another and to offer mutual assurance of God's abiding love. The liturgy is an offering in which joy and sorrow are mixed, for while we say an earthly farewell, we know that the dead live in Christ. The Holy Eucharist is most appropriate at the burial of a Christian, for in Holy Communion we "proclaim the Lord's death until he comes." (I Corinthians 11:26).

The earliest records of Christian burial tell us that the following elements were included:

- Prayer in the home before the burial took place
- A gathering of the community for a burial service, consisting of thanksgivings, psalms, hymns, readings from the scripture, and prayers for the departed and those who mourn
- Celebration of the Holy Eucharist
- A procession of lights and torches to the place of burial
- The burial of the body

As part of the preparation for Christian burial, the faithful are urged to counsel with members of the clergy. It is also of great benefit to read about the service in *The Book of Common Prayer* (BCP, 468–490). The rubrics on these pages are of particular interest. It is also recommended that people familiarize themselves with the prayers for “Ministration at the Time of Death” (BCP, 462–467).

FUNERAL & BURIAL INSTRUCTIONS

In the ☩ Name of the Father, and of the Son, and of the Holy Ghost,

I _____

on this day,

_____,

do solemnly make these instructions and desires known

concerning my death and burial.

***Note:** Please file this information where it will be found easily upon your death. It is suggested that you file a copy of your instructions with The Church of the Incarnation and/or your attorney and notify your heirs that this form has been completed for their information.*

Personal and Family Information

Full Name _____

Address _____

City, State, Zip _____

Date of Birth _____

Place of Birth _____

Date of Baptism _____

Date of Confirmation _____

Spouse' Full Name _____

Address _____

City, State, Zip _____

Date of Birth _____

Place of Birth _____

Date of Baptism _____

Date of Confirmation _____

Father's Full Name _____

Date/Place of Birth _____ Living ___ Yes ___ No

Mother's Full Name _____

Date/Place of Birth _____ Living ___ Yes ___ No

Names, addresses, and telephone numbers of living brothers and sisters:

Names, addresses, and telephone numbers of persons to notify upon my death:

Occupation _____

Employer _____

Date of last executed will _____

Location of will _____

Representative's name and address _____

For additional information on my assets, please refer to _____

located: _____

**The Church of the Incarnation, 3966 McKinney Avenue, Dallas Texas 75204
keeps a file of my/our burial instructions.**

Burial Liturgy Instructions

The tradition of the Church, which Anglicans and Episcopalians have received, is that baptized Christians are normally buried from the church directly following the service. The Prayer Book indicates, and the burial liturgy assumes, that the body is to be present (although the Burial Office or a Requiem may take place without the body). When the body or cremated remains are present, the coffin is closed and the coffin or urn is always covered by a pall, which the church will provide.

- 1) **I request that my service be conducted at the following church** (*name, city and state of church*):

_____ or

at _____.

The rector or clergy of said congregation shall be in charge of the services.

- 2) **The Burial of the Dead** (see pages 469-487 in *The Book of Common Prayer* [1979]) is a series of Psalms, lessons, and prayers and is often known simply as the Burial Office. The Holy Eucharist is most appropriate at the death of a Christian. When combined with the Burial Office, the service is known as a Requiem Eucharist.

I request (check one):

A Requiem Eucharist

or

The Burial Office

3) Other arrangements

Specific requests regarding Altar flowers (usually arranged with the Altar Guild)

Requested Musicians _____

Requested Ushers _____

Requested Pallbearers _____

4) Scriptures to be used in the service

Below is an outline of how many readings may be used at a Burial Office or Requiem, as well as a list of the options in each category offered by the Book of Common Prayer. Please check the selections that you would like to use.

Please note that at a Requiem Eucharist, the final reading (whether there are two or three lessons) must be from the Gospel and is read by a member of the clergy. All other lessons may be read by friends or family members.

At a Requiem Eucharist

- a) Two Lessons and a Psalm
 - 1) Lesson from the Old Testament or New Testament
 - 2) Psalm (read in unison or sung by the choir)
 - 3) Lesson from the Gospel (read by a deacon or priest)

- b) Three Lessons and a Psalm
 - 1) Lesson from the Old Testament
 - 2) Psalm (read in unison or sung by the choir)
 - 3) Lesson from the New Testament
 - 4) Lesson from the Gospel (read by a deacon or priest)

At the Burial Office

- a) Two Lessons and a Psalm
 - 1) Lesson from the Old Testament or New Testament
 - 2) Psalm (read in unison or sung by the choir)
 - 3) Lesson from the New Testament or the Gospels

- b) Three Lessons and a Psalm
 - 1) Lesson from the Old Testament
 - 2) Psalm (read in unison or sung by the choir)
 - 3) Lesson from the New Testament
 - 4) Lesson from the Gospel

Old Testament

- Isaiah 25:6-9 (He will swallow up death in victory);
- Isaiah 61:1-3 (To comfort all that mourn);
- Lamentations 3:22-26, 31-33 (The Lord is good unto them that wait for him);
- Wisdom 3:1-5,9 (The souls of the righteous are in the hand of God);

Psalm

- 23 (The Lord is my shepherd) *to be used after the New Testament*
- 27 (The Lord is my light and my salvation) *to be used after the New Testament*
- 42 (Like as the hart desireth the water-brooks) *to be used after the Old Testament*
- 46 (God is our hope and strength) *to be used after the Old Testament*
- 90 (Lord, thou hast been our refuge) *to be used after the Old Testament*
- 106 (O Give thanks unto the Lord, for he is gracious) *to be used after the New Testament*
- 116 (My delight is in the Lord) *to be used after the New Testament*
- 121 (I will lift up mine eyes unto the hills) *to be used after the Old Testament*
- 130 (Out of the deep have I called unto thee, O Lord) *to be used after the Old Testament*
- 139 (O Lord, thou hast searched me out, and known me) *to be used after the Old Testament*

New Testament

- Romans 8:14-19, 34-35, 37-39 (The glory that shall be revealed);
- 1 Corinthians 15:20-26, 35-38, 42-44, 53-59 (Raised in incorruption);
- 2 Corinthians 4:16 – 5:9 (Things which are not seen are eternal);
- 1 John 3:1-2 (We shall be like him);
- Revelation 7:9-17 (God shall wipe away all tears);
- Revelation 21:2-7 (Behold, I make all things new);

Gospel

- John 5:24-27 (He that believeth hath everlasting life);
- John 6:37-40 (All that the Father giveth me shall come to me);
- 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 mansions)

Please note that all lessons are read from the Revised Standard Version of the Bible, while the Psalms texts come from The Book of Common Prayer.

I would like the following persons to read lessons at the service:

1) _____

2) _____

- 5) I request that the following hymns be sung (usually 2 or 3 hymns are sung at a memorial service while 3 or 4 may be sung at a Requiem Service):
-

Note: please see funeral music schedule fee at the conclusion of this document.

Music suggestions when there is no Choir

Before the Collect: **680** *O God, our help in ages past*
 688 *A Mighty Fortress is our God*
 388 *O worship the King, all glorious above!*

Sequence (or after Homily): **208** *The Strife is o'er* (not during Lent)
 358 *Christ the Victorious*
 473 *Lift High the Cross*

Offertory: (*The organ may also play alone during the Offertory*)

457 *Thou art the Way, to thee alone*
 689 *Guide me, O thou Great Jehovah*
 662 *Abide with me*

If there is a soloist: *Pie Jesu (Requiem), Gabriel Fauré*

Communion: *If no Choir is present, it is suggested that the Organ play during Communion, or if there is a soloist:*

Panis Angelicus, César Franck

Exit: **620** *Jerusalem, my happy home*
 624 *Jerusalem the golden*
 618 *Ye watchers and ye holy ones*

Burial Instructions

6) I prefer to be:

- Buried—*location of cemetery plot deed, crypt deed, columbarium contract*

Coffin specifications:

- Least expensive Mid-range Elaborate

- Cremated:

- Before Funeral
 After Funeral

- Donate entire body or certain organs

- Arrangements have been made
 I want my family to make the appropriate arrangements.

Comments _____

Place of burial _____

Full address _____

Ashes may be placed in Incarnation's Memorial Columbarium (Niches may be purchased in advance.) Please contact the parish secretary at (214) 521-5101 for further inquiries.

7) I prefer the following funeral home:

_____;

however, my family or attorney may make this decision.

I do I do not
wish to have my coffin open for a viewing at the Funeral Home.

In lieu of flowers, I request that donations be made in my name to:

or for (SPECIFY):

or to:

Name and Address of institution or charity

“Knowing that all the gifts we have come from God, it is important for all parishioners to make prudent provisions for their families, to prepare wills while they are in good health and to arrange for the disposal of their temporal goods not neglecting, if they are able, to leave bequests for religious and charitable uses.”

—Book of Common Prayer page 445

We hope that parishioners will give serious consideration in the preparations of their wills to include a bequest to the Church of the Incarnation through the Incarnation Foundation. Please contact the Incarnation Foundation by calling the parish office at (214) 521-5101.

8) Other information that I wish to note for my survivors:



In the ✠ Name of the Father, and of the Son, and of the Holy Ghost,

Signature _____ Date _____

Please return to: Parish Secretary
Church of the Incarnation
3966 McKinney Avenue
Dallas, Texas 75204
(214) 521-5101

Be sure to keep a copy of your completed form for your own records.



CHURCH *of the*
INCARNATION

FEES SCHEDULE FOR FUNERAL MUSICIANS

Organ:	\$125.00 (Monday-Friday) \$225.00 (Saturday) <i>+ Contracting fee of \$25 per extra musician hired (with a maximum of \$100)</i>
Choirs:	Quartet of Section Leaders: \$300 Octet of Section Leaders: \$600 Full Choir: \$1600 (\$1000 of which is presented as a gift to the Choir's England Pilgrimage Fund)
Vocal Soloists:	\$150.00 for one or two selections \$175.00 for three or more selections
Instruments:	\$200.00 each Bagpiper \$300

If you wish to bring someone in to perform who has not been provided by the organist/choirmaster, the performer must be approved by the organist/choirmaster or the Rector.

The fee for any rehearsal of the performer and the organist is \$75.00