

POLICY FOR FUNERAL OR MEMORIAL SERVICE
RENTAL AT ST. PAUL'S CHURCH

This policy supersedes all previous policies.

St. Paul's Sanctuary or St. Anna's Chapel

St. Paul's will coordinate services and fees through the funeral home director or the person responsible for the memorial service.

The following fees may change dependent on the service or event requirements. Fees include setup time.

Calling hours (3-4 hours)	\$600
Funeral Service	\$300
(Church Member donation	\$200)

Clergy of St. Paul's Church \$150 - \$300

If a member of the clergy of St. Paul's Church is the officiating person, it is customary to offer an honorarium which is directed to the "Rector's Discretionary Fund". This fund is used to help people in need in the parish and community, or to help with unbudgeted needs of the parish.

If a person other than the clergy of St. Paul's Church is used as the officiating person, an honorarium is offered to them at the discretion of the people holding the funeral.

Music Director \$300

This includes a program of music for the ceremony plus one rehearsal. Additional hourly cost may be required for additional rehearsals or the the presence of guest musicians. Paid directly to the Music Director.

Sexton \$150

Cleaning and general assistance during the ceremony. Paid directly to the Sexton or person assisting.

Parish Hall \$150

Use of parish hall for a reception, including tables, chairs, coffee maker and refrigerators for food. Use of kitchen for cooking prior to ceremony requires an

additional \$25 per hour and an additional \$50 (2 hours) for the sexton for additional clean-up time.

The rector (or senior warden in the rector's absence) shall have the discretion to adjust any of the above charges in cases of hardship.

Approved by the Vestry of St. Paul's Church on June 25, 2017