



HNW Funeral Guide

We know that the loss of a family member is a difficult time, and our desire is to support you during this season of grief. One of our pastors would be honored to officiate a Christian funeral/memorial service for your loved one. Our team will partner with your family, as well as any funeral home or cremation center you choose, to plan and conduct a loving and memorable service at our church or at an offsite location of your choosing. Please use the following information to help in your planning process, and feel free to contact us with any questions you have.

First Step:

Contact the program director of the funeral home or cremation center of your choice. The following are a few of the things you should rely on the funeral home or cremation center to provide or give guidance on:

- Casket or urn
- Cemetery choice – plot or niche space
- Flowers (Please note that the removal of arrangements from HNW will be the responsibility of the family or funeral home/cremation center.)
- Processional to cemetery
- Visitation, if held at the funeral home or cremation center
- Obituary in the local newspaper
- Guest book
- Program for the service

Next Step:

Contact Carrie Remington from our Counseling & Celebrate Recovery Ministry at 281.469.3389 or email her at carrier@hnw.org to discuss your desired funeral/memorial service time, location and other important information. She will work to identify an available pastor to officiate your funeral/memorial service and schedule a family meeting with that pastor to plan the service. Please advise Carrie if you prefer to use a non-HNW pastor.

Final Step:

The officiating pastor will have a family meeting to plan the service and discuss the details of the funeral/memorial service. The following page outlines our standard fees for funerals/memorial services at HNW. All fees are payable to HNW or online at <https://pushpay.com/g/hnwpayments?src=hpp>.

HNW Funeral Fees

Building/Room	Max # chairs only	Building Fee	Maintenance Fee	Utility Fees	Total
Worship Center & Atrium	1200	\$500	\$200	\$100	
Commons	350	\$300	\$150	\$100	
249 North	?	\$300	\$150	\$150	
Adult Building Room A121	100	\$200	\$75	\$50	
W100	80	\$200	\$75	\$75	

Ministerial	Fee Description	Fee	Total
Tech	AV/Tech Support – first two hours per engineer	\$150	
	AV/Tech Support – each additional hour for engineer	\$100	
	AV/Tech Support – each hour of assistant technician	\$75	
Pastor	During operating office hours (M-TH, 8:30 a.m.-4:30 p.m.)	\$0	
	Outside of operating office hours	\$150	
Worship Leader	During operating office hours (M-TH, 8:30 a.m.-4:30 p.m.)	\$0	
	Outside of operating office hours	\$100	