

# Use of Facility Agreement

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For funerals

Updated 3/13

## Funeral Guidelines and Fees

The funeral service will be under the authority of the officiating minister. Grace Church is a Christ-centered church. All elements of your ceremony should reflect this belief.

### Pastor Honorarium

Fees are not charged for pastors, but an honorarium of \$200 is considered appropriate

**Funeral Hostess**            \$100 (required)

**Sanctuary Use Fees**        \$200

The Sanctuary use fee is charged for all funerals unless the deceased or the deceased's relatives are GC members or regular attendees in good standing. The sanctuary use fee will be waived if membership requirement is satisfied, but additional fees for other individually contracted services below still apply.

**Sound Technician**        \$100

The sanctuary may require a sound technician at our discretion. All technicians must be GC authorized, trained, and approved. A list of referrals is available upon request. CD music could be provided at no cost.

**Custodial Fees**            \$100

Funerals held after 2:00pm on Saturday will be assessed a \$100 custodial surcharge in addition to the listed room fee.

**Pianist or soloist**        \$100-\$300ea. (based on necessary time commitment)

It is the responsibility of the deceased's family to make arrangements for all music. All music must be cleared with the officiating minister. We refer individual soloists, pianists and other musicians upon request or can work with someone of your choice.

**Bulletins**                    No additional charge

The church office can produce a bulletin, if accurate information is given by the family in a timely manner. The number of bulletins will be determined by the deceased's family.

**Reception**                  Provided by family

If a reception and refreshments at the church are requested, the church administrator will review and make the final decision depending on the church schedule at that time.

**An invoice detailing all payments due will be presented the family prior to the funeral service. Please make checks payable to Grace Church for the sanctuary use and/or custodial fee. All other fees should be made payable to the individuals.**

Signatures:

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Family Member

Date