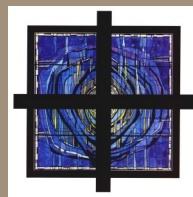


## *Process*

1. Please contact the office during business hours. They will put you in contact with staff who will schedule a meeting with you and your family.
2. Staff will help you plan the funeral (readings, music, etc.). Information is also on our website. Please review the items ahead of time and have as much prepared as possible, knowing that it will be finalized at the meeting.
3. Please wait until after the meeting and a confirmation from the priest to finalize the date/time of the funeral with others.
4. The staff at St. Gerard will work with you and the funeral home as necessary in making final arrangements, ensuring that everything is finalized at least 24 hours before the ceremony.

## *Fees/Meals/ Refreshments*

During the meeting with the staff at St. Gerard's, you can discuss if you'd like a luncheon/refreshments following the funeral. Please allow a few days after the meeting for us to coordinate the luncheon, especially if you are expecting a large group. If you are working with a funeral home, they will work with St. Gerard and you in issuing checks. We also have an all-inclusive fee/minimum donation of \$500 (not including the luncheon/refreshments). Typically your funeral home will make arrangements for payment. If you are unable to afford this, please contact us and we will be happy to work with you.



[st-gerard.org](http://st-gerard.org)

rev. 11/18

# *Church of St. Gerard Majella*

9600 Regent Ave N  
Brooklyn Park, MN  
(763) 424-8770



Funeral Preparation  
Information

## *Scheduling*

- Funerals are typically held at 11am Mon-Sat with reviewal/visitation 1 hour beforehand. Some families choose to have a visitation at a funeral home the evening before as well. If you would like an evening funeral vigil, please contact the church.
- Funerals may not be scheduled on Sundays, Holy Days, or during the Paschal Triduum (Holy Thursday through Easter Sunday).
- The office will also need to take into consideration other parish-wide events that use the building such as weddings, Corn Fest, Faith Formation events, etc. but will try to accommodate as able.
- Please allow a few days to plan the funeral after meeting with staff (see right), allowing extra time if you would like a luncheon and/or have specific music requests.
- ♦ Burial is scheduled according to the requirements of the cemetery chosen by the family. Please contact the presiding priest if you would like him to lead the Rite of Committal.

## *Additional Information*

- A Mass of Christian Burial will be held when the remains of the deceased is present. A Memorial Mass/Service will be held in memory of the deceased person when there are no remains.
- Cremation is accepted by the Roman Catholic Church. It is preferred that the body be present with cremation afterwards, but it is also acceptable for cremation to take place first and the cremains to be present at the funeral liturgy. To ensure a smooth process for everyone and to give you adequate time to be present with family and friends, please make sure that everything is finalized 24 hours before the service, including any media.
- We ask that you keep the sacredness of a Christian funeral in mind, especially in regards to this specific Catholic ritual of faith and its tie to Christ, baptism, and the community of faith. Our website is a good resource in helping you plan the funeral.
- Please work with staff members regarding decorations. We have 3 easels, 2 tables, and a stand for a Guest Book for your use. Please also have flowers delivered during office hours (see website) up to 2 hours before the service. Flowers should also be picked up after the funeral.
- In working with staff regarding meals, please note that all food must be catered. Families are invited to stay up to 1.5 hours after the service unless other arrangements are made.
- Digital items, including the Digital Display in the Gathering Space, are available to use. To create slides for the Digital Display, make a PowerPoint slideshow and convert it to a mp4.
- Liturgical ministers (readers, musicians, Eucharistic Ministers, etc.) should arrive 1 hour before the ceremony and meet with the Funeral Coordinator.
- All special logistics (i.e. military) should be discussed with staff.