



WHITE'S CHAPEL
METHODIST CHURCH

FUNERAL POLICY

Care and Support Co-Directors:

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*Blessed be the God and Father of our Lord Jesus Christ,
the Father of mercies and the God of all consolation,
who consoles us in all our affliction, so that we may be able to
console those who are in any affliction with the consolation with
which we ourselves are consoled by God.
~ 2 Corinthians 1:3-4 ~*



A funeral helps us remember and celebrate the life of our loved ones while connecting us to the supportive presence of friends, family, our faith community, and God. At White's Chapel, funerals are worship services grounded in the core belief that Christ conquers death once and for all through his sacrifice and that, through his resurrection, He restores us to eternal life.

White's Chapel Methodist Church provides funerals for our members through sharing music, prayer, scripture, and a reflection by one of our Pastors reminding us of God's eternal promises made through Jesus Christ. We offer members a balanced and theologically sound worship service that aims to glorify God in every aspect.

To this end, we offer you this packet containing our funeral guidelines. This packet has been thoughtfully curated and prayerfully crafted, drawing upon decades of ministry with our congregation and within our community. These guidelines outline what we provide as you collaborate with our Care and Support staff and our Pastors to plan a funeral at White's Chapel.

May God's grace, through the peace of our Lord Jesus Christ, with the power of the Holy Spirit, enfold you.

Table of Contents

- After the Death of a Loved One
- Funerals at White's Chapel
- Funerals at an Offsite Venue
- Officiating
- Music
- Fees
- Words of Remembrance
- Video Tributes
- Guestbook and Memorial Candle
- Memorabilia
- Flowers
- Receptions
- Caskets, Urns and Visitations
- Parking
- Guidelines for Words of Remembrance
- Guidelines for Writing an Obituary
- Suggested Scripture Readings
- Suggested Music
- Local Funeral Homes and Direct Cremation Services
- Sample Bulletin
- Map of White's Chapel

In this Funeral Policy booklet, "member" of White's Chapel means the Deceased (who has been a member for at least six months before the date of the funeral) as well as parents, grandparents, or children of the Deceased.

After the Death of a Loved One

- Please contact a funeral home or direct cremation provider to receive your loved one *before* notifying White's Chapel. Please consult our list of local funeral homes and direct cremation providers in this packet if you have not made prior arrangements.
- Please inform White's Chapel Care and Support Ministry by calling 817-481-4147 or, after hours and on weekends, our Emergency Pastor on Call at 817-881-2124.
- If you would like to plan a funeral at White's Chapel, please contact Care and Support staff.

Funerals at White's Chapel

- Funerals at White's Chapel last no more than one hour.
- All funerals are scheduled based on personnel, building, and Pastoral availability.
- Funerals are scheduled:
 - Mondays 1 or 2 p.m.
 - Thursdays 11 a.m., 1 or 2 p.m.
 - Fridays 10 a.m. (in Walton Chapel or Grace Chapel)
- White's Chapel offers three worship venues for funerals:
 - Walton Chapel seats 65 people
 - Grace Chapel seats 225 people
 - The Sanctuary seats 2,500 people.
- Funerals are NOT held at White's Chapel during:
 - Palm Sunday through four days after Easter
 - Second week of June (Vacation Bible School)
 - Monday before Thanksgiving through January 6
- In case of inclement weather, White's Chapel follows the Carroll ISD closing schedule. Funerals scheduled during these closings will be rescheduled.
- Once the funeral date is secured, Care and Support staff will meet with your family to plan a funeral that will honor your loved one.

Funerals at an Offsite Venue

- If you plan to hold a funeral at an offsite venue and wish to have a White's Chapel pastor officiate, please contact Care and Support staff to check pastor availability.
- The standard fee for each pastor is \$200.00 which is due at the service.
- For the most part, the only approved offsite venue for pastoral officiating is a funeral home. However, alternative sites of an appropriate nature conducive to a Wesleyan-oriented service may be considered. In all cases, the service will be Christ-centered. The White's Chapel officiating pastor will be responsible for creating the content of the service, including the Order of Worship, song selections, etc.
- According to the pastor's availability, a White's Chapel pastor may be able to officiate at the burial or inurnment site.
- Once you have secured the assignment of a specific pastor, a 30-minute call or in-person meeting should be scheduled with that pastor to review the order of service.

Officiating

- White's Chapel Pastors officiate all funerals. Outside pastors or clergy may be invited to participate with permission from the WC Pastor officiating your loved one's funeral.
- Pastors are scheduled for funerals based on availability. We will do our best to provide the Pastor of your choosing.

Music

- Please refer to the list of suggested traditional and contemporary music found in this packet. Songs may be solos, duets, or congregational singing.
- Pre-recorded music may be used during the funeral but can also be played during a video tribute or slideshow prior to and after the funeral.
- The White's Chapel Sanctuary Choir and Orchestra are not regularly available for funerals.
- Outside pianists, organists and vocalists are welcome to participate in the funeral following consultation with Care and Support staff and WC Music staff.

Fees

- Fees are deliverable to Care and Support staff in cash envelopes (no checks) prior to the funeral.
 - Musicians: \$200 per person.
 - Technicians: \$150 per person. Two technicians are required in Grace Chapel (\$300 total), and five technicians are required in the Sanctuary (\$750 total).

Words of Remembrance

- To ensure our funerals last no more than one hour, we ask no more than three people offer Words of Remembrance, and each speaker take no more than three minutes each.
- We encourage speakers to read prepared remarks as speaking at the funeral can be challenging.
- This packet contains guidelines for writing and preparing Words of Remembrance. Please ask those speaking to follow these guidelines to ensure the funeral runs smoothly and on time.
- Those offering Words of Remembrance are asked to email their prepared, written words to Care and Support staff at least 48 hours prior to the funeral.

Video Tributes

- Video tributes or slideshows may be shown before and after the funeral. Appropriate video and audio selections are encouraged.
- If you wish to show a video tribute, please deliver it to Care and Support staff at least 48 hours prior to the funeral.
- Video tributes or slideshows can be delivered via USB flash drive or a link to an online file storage site like Dropbox, Google Drive, or Vimeo. PowerPoint (PPT) slideshows are acceptable as long as the .PPT file and all photos are in the same folder. File formats of MOV or MP4 are also acceptable for video in the following resolutions: 1920x1080 (16:9), 1280x720 (16:9), or 1024x768 (4:3).

Guestbook and Memorial Candle

- You may purchase a guestbook and/or a memorial candle for the funeral. These are available for purchase at the White's Chapel Circuit Writers and Such bookstore, at the funeral home, or online.

Memorabilia

- White's Chapel provides an eight-foot table draped with a black linen tablecloth for memorabilia, awards, and family photos. This table will be present at the reception.
- Please bring any memorabilia with you on the day of the funeral at least one hour before the funeral begins.

Flowers

- Flowers from family and friends should be delivered directly to White's Chapel on the day of the funeral. Our address can be found on the first page of this packet.
- Make plans to remove ALL flower arrangements following the funeral.

Receptions

- Space permitting, White's Chapel may host a reception following the funeral in one of four venues: The Gallery, The Commons, The Foundry, or Evans Hall, depending on the anticipated number of guests and availability.
- Care and Support volunteers will set up, decorate, and host the reception and provide cookies, water, coffee, and iced tea.

Caskets, Urns and Visitations

- Empty caskets or empty urns may not be present at the funeral. If your loved one is not physically present for the funeral, a memorial candle symbolizes them.
- Caskets remain closed before, during and after the funeral. Visitations should be held at the funeral home.

Parking

- Ample parking, including handicapped-accessible spaces, is available on the campus of White's Chapel.
- White's Chapel does not provide shuttle service, remote parking, or transportation for funerals.
- Please refer to our campus map at the end of this packet to determine which parking lot will be closest to the worship space. Please share the map with your family and friends.
- We will provide directional signs inside the buildings to direct guests to the venue.

Guidelines for Words of Remembrance

- Offering words of remembrance of a deceased loved one is a sacred task. Writing and practicing these words helps you share your message at the funeral.
- Remember that sharing your thoughts can be challenging. Instead of trying to summarize a lifetime in three minutes, focus on specific memories, favorite quotes, or even light-hearted anecdotes.
- Remember, your words will be shared at a Christian funeral, so please avoid inappropriate language and respect the three-minute limit.
- As a reminder, those offering Words of Remembrance are asked to email their prepared, written words to Care and Support staff at least 48 hours prior to the funeral.
- **First, think about what you want to say.**
 - Reflect on the person you are remembering. What memories or quotes capture their personality? Consider themes in their life, such as a passion for teaching, learning, or hobbies like baking, fishing, or traveling.
- **Next, write out your thoughts.**
 - Consider organizing your thoughts into segments or stories separated by bullet points. Type them and print them out. One page typed and double-spaced with twelve-point Times New Roman font is a good guide for a standard length.

- **Finally, practice your delivery.**
 - Practice speaking in front of someone to receive feedback or rehearse your words aloud in front of a mirror. Focus on clear enunciation, a slow pace, and steady breathing. Emotions may arise during your delivery, so bring a copy of your words for a Pastor, friend, or family member to deliver if needed.

Guidelines for Writing an Obituary

- First, middle, and last name
- Date of birth
- Date of death
- Professional life or career
- Memberships (civic, church, social, etc.)
- Personal remembrances/How they will be remembered.
- Survivors of the deceased in this order:
 - Spouse, including how long they have been married.
 - Children, including their spouses, if married
 - Grandchildren and Great-grandchildren, including their spouses, if married
 - Parents
 - Siblings, including sibling's spouses.
 - Nieces, Nephews, and other family members
- Memorials or Donations, if selected
- Date, time, and location of funeral.

- **EXAMPLE OF OBITUARY**

John Henry Smith, 73, a retired technician, died Tuesday at his home in Southlake. John served as a past chairman of the Grapevine Chamber of Commerce and a member of the Southlake Rotary Club. Mr. Smith was a White's Chapel Methodist Church member, serving as an usher for eight years. John was an avid golfer and enjoyed working in his yard.

Mr. Smith was preceded in death by his parents, Ruby and Jack Smith, of Tyler. He is survived by wife Freda Mansfield Smith of Grapevine; children Jack Smith and his wife Dorothy of Southlake, Jillian Smith Taylor and her husband David of Colleyville; and by his grandchildren Steven, Elizabeth, and Paige Smith of Southlake, and Johnny and Samantha Taylor of Colleyville.

A Celebration of Life will be held on Monday, January 1 at 10 a.m. at White's Chapel Methodist Church, Southlake. Interment at Bear Creek Cemetery, Euless, following. In lieu of flowers, please consider donating to the Building Fund of White's Chapel Methodist Church, 185 S. White's Chapel Blvd., Southlake, Texas 76092.

Suggested Scripture Readings

Old Testament

Psalm 23

Psalm 100

Ecclesiastes 3:1-8

Isaiah 12:2

Isaiah 40:28-31

Jeremiah 29:11-13

Micah 6:8

New Testament

Matthew 5:1-12

Matthew 11:25-30

Matthew 19:13-15

John 11:25-26

John 14

Romans 8: 31-35, 37-39

Romans 14:7-9

1 Corinthians 13:4-8, 13

Ephesians 3:14-21

Philippians 4:4-7, 13

2 Timothy 4:6-8

2 Peter 1:5-11

1 John 3:1-3

Suggested Music

Traditional

Abide With Me
All Things Bright and Beautiful
Amazing Grace
Ava Maria
Because He Lives
Blessed Assurance
Come Thou Fount
Going Home
Great is Thy Faithfulness
Here I Am, Lord
His Eye is on the Sparrow
How Great Thou Art
Hymn of Promise
I'll Fly Away
In the Garden
It is Well with My Soul
Jesus, Remember Me
Leaning on the Everlasting Arms
Lord's Prayer
Nearer, My God to Thee
Softly and Tenderly
Surely, The Presence
Sweet Beulah Land
The Old Rugged Cross
Turn Your Eyes Upon Jesus
What a Friend We Have in Jesus
When We All Get to Heaven

Contemporary

Amazing Grace, My Chains Are Gone
Annie's Song
Because He Lives
Fire and Rain
Go Rest High on That Mountain
Good, Good Father
Goodbye
How Great Is Our God
I Can Only Imagine
I Hope You Dance
I Will Rise
In This Very Room
Jealous of the Angels
Lean On Me
Let It Be
Oceans
Remember Me
Scars in Heaven
Somewhere Over the Rainbow
Tears in Heaven
The Blessing
To Where You Are
Tomorrow
Untitled Hymn
Well Done
Wind Beneath My Wings
You'll Never Walk Alone

Local Funeral Homes and Direct Cremation Services *

Jim's Funeral Home, Hurst

817-282-0858

<https://www.jimsfuneralhome.com/>

Lucas Funeral Home, Grapevine & Keller

(817) 488-7566

<https://www.lucasfuneralhomes.com/>

J.E. Foust & Son Funeral Home, Grapevine

817-481-2525

<https://www.dignitymemorial.com/funeral-homes/texas/grapevine/je-foust-son-funeral-directors/9656>

Thompson & Son Cremation & Funeral Service, Ft. Worth

(817) 292-2250

<https://thompsonfuneral.com/>

Bluebonnet Hills Funeral Home, Colleyville

817-498-5894

<https://www.dignitymemorial.com/funeral-homes/texas/colleyville/bluebonnet-hills-funeral-home/9650>

** This list is for information purposes only and does not serve as an endorsement from White's Chapel regarding any of these providers.*

Map of White's Chapel

(Venues in yellow)

