

Preparing  
*for a Funeral*  
at Christ Church  
South Yarra





CHRIST CHURCH  
SOUTH YARRA

CNR PUNT AND TOORAK ROADS

CCSY.ORG.AU

**PARISH OFFICE**

03 9866 4434

office@ccsy.org.au

PO Box 8, South Yarra 3141

Office Hours:

*Monday - Friday*

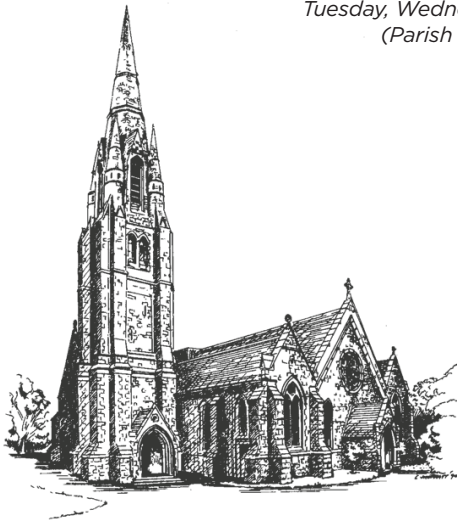
*10am-3pm*

*Monday & Thursday*

*(email or phone)*

*Tuesday, Wednesday & Friday*

*(Parish Office)*



## ‘Bidding Farewell...’

Bidding farewell to a loved one or friend can be difficult and overwhelming. A poignant and inspiring funeral can be deeply reassuring and consoling, as we grasp that we are not alone in our grief and are heartened in our celebration of a life with family and friends.

Christ Church is a serene and beautiful setting to honour the life of someone you have loved and cared for. Services may vary from simple brief prayers in thanksgiving for a life to a full Choral Requiem Mass.

The clergy of the parish are available to assist during this time and to help with funeral preparations.

## First Things

There are many decisions to make soon after the death of a relative or friend, and the experience can be overwhelming. Do not hesitate to ring the clergy at Christ Church at any time, so we can assist with counsel or advice as needed. As you begin planning, please contact the Parish Office to check whether the church is available on the date and time you prefer. We are unable to hold funerals on Sundays or on Christmas Eve. The date and time will be confirmed in consultation with the Funeral Director. A Funeral Application booklet can be downloaded from our website [www.ccsy.org.au](http://www.ccsy.org.au)

## Funeral Director

One of the first things to do soon after the death of a loved one or friend is to contact a funeral director. Please contact the Parish Clergy if you would like any assistance with choosing or contacting a funeral director. It is usual for a Funeral Director to provide the following services:

- Tending to the deceased in preparation for the funeral.
- Organising the publication of death and funeral notices.
- Organising a Death Certificate.
- Assist the next of kin in preparing for the funeral – for example, coordinating arrangements with the church, organising transport, preparing service booklets, ordering flowers for the casket, arranging an audio-visual presentation, helping with the provision of post-funeral hospitality.
- Assisting with any later interment of the ashes.

## The Order of Service

Funerals at Christ Church follow the liturgy of the Anglican Church of Australia, which allows for both modern and traditional language services. Christ Church can assist with the production of service booklets, at a reasonable cost. At least one reading of scripture must be included in the service. Readings from other sources may also be included, in consultation with the Officiant. It is common for family or friends to read the passages selected. A selection of possible readings is available on our website [www.ccsy.org.au](http://www.ccsy.org.au). Please speak to the clergy of the parish if you wish to have a Requiem Mass.

## The Eulogy

We recommend that the family appoint someone who is used to public speaking to prepare a eulogy reflecting the life and qualities of the person who has died. Whether formal or informal, it should reflect the dignity of the occasion. We recommend that the eulogy is written out in full, so that if needed, someone else may read it. While more than one person may speak, too many speakers should be avoided, as long services can be physically and emotionally taxing for those who are grieving. We suggest that the eulogy or tributes do not exceed more than 15 minutes in total – around 1500 words of typed text. It is customary for the Officiant to deliver a short sermon or homily at the service.

## Music

Music is one of the most important and personalised elements of a funeral service. There are many options for you to choose from:

- Organ only (included in standard service rate)
- Choir of 4-8 adults with organ plus director (\$600 - \$1500)
- Soloist with organ (\$300 - \$500)
- Other musicians and ensembles (at cost).

You can choose different music for different parts of the service:

- Gathering – prior to the service and as a processional
- Psalm (optional)
- During an audio-visual display (not done live)
- Reflection – during candle lighting or in stillness (optional)
- Recessional as the funeral party exit the church.

Hymns may also be sung, although we recommend that you only have hymns if a good number of those attending are regular church goers who will know the tune and sing out. Otherwise it may be that the Officiant is the only one heard singing! A list of suitable hymns is included below, along with other music to enhance the beauty and ambience of the service.

The Choir at Christ Church is one of the best in Melbourne, with a repertoire that stretches from plainsong to sacred music of the present day, and can help with leading the hymns. Beyond this, the Director of Music, Michael Fulcher, can arrange professional soloists and ensembles, as required. The cost of the choir and additional musicians will be an extra expense and may be separately invoiced.

The use of recorded music is permitted in limited circumstances, after discussion with the Officiant. It should be noted, however, that it may be an infringement of copyright to broadcast professionally recorded music in any public arena without a licence. Please note that instrumentalists and singers must provide their own amplification.

## Can someone outside Christ Church conduct *the Service*?

The Parish Clergy usually officiate at funerals and memorial services at Christ Church. Clergy from other churches or of other traditions are welcome to assist, although the Officiant must be Licensed in the Anglican church.

## Garden of Remembrance

The Garden of Remembrance is a place of quiet repose for the interment of ashes and for those who wish to sit in the garden and remember those they love. The names of people buried in the garden are inscribed in a Memorial Book located in the Church and prayers are offered for the deceased on the nearest Sunday to the anniversary of their death. Memorial flowers may also be arranged for the anniversary. A small fee is charged for the interment of ashes, which contributes to the maintenance of the Garden.

## Flowers

There is a beautiful display of flowers in Church each week, wonderfully arranged by members of the Flower Guild, except in Lent and Advent. Additional or alternative flowers can be arranged, at cost, in consultation with the Officiant.

## Verger

The parish Verger assists with preparing the church for funerals and ringing the bell at the conclusion of the service and helps reset the building after the service.

## Refreshments in the Parish House

The Parish House is located directly adjacent to the Church and is a convenient venue that can be hired for refreshments or small functions after the service. We can also provide recommendations for local caterers who are familiar with the kitchen and reception rooms, and who can provide refreshments at a reasonable cost. Further details on hiring the Parish House can be obtained from the Parish Office.

## Car Parking

Car parking on the church grounds during school hours is extremely limited during term time, and we are unable to provide on-site parking other than for official funerary vehicles, including limited parking for the immediate family and the disabled. There is ample parking in Toorak Road and surrounding streets (2 hour limit during business hours). Guests parking at the church enter the grounds from Toorak Road.

## After the Funeral

A member of our Ministry Team, often the Officiant at the funeral, will be available to continue the funeral ministry at the graveside or crematorium if requested; a further fee may apply. Cremated remains may be interred at a later date, as part of a regular service, in the beautiful Garden of Remembrance at Christ Church. Whilst individual plots are not reserved or available, the ashes are interred into the earth, the name of the person who has died and been interred is recorded in the Memorial Book, and they are remembered annually by name in the prayers on the Sunday before the anniversary of their death. There is normally a fee levied for interment into the Memorial Garden, which is significantly less than that charged by a cemetery or public memorial garden. Please discuss your wishes with the Officiant.

## Fees

The cost of a funeral at Christ Church is approximately \$1,800, depending on pastoral circumstances and requirements. This covers fees for the Officiant, Organist and Verger, 1 vase of flowers, document preparation, ringing the bell, and use of the building. The choir and other musicians will be an extra expense and may be separately invoiced.

## CCSY Electronic Deposit Details

**Account name** Parish Council Current Account  
**BSB** 703 122    **Account number** 05009322

*Please include the 'Funeral' in the 'Description' field with the name of the deceased. For example, if the funeral was for Tom Jones, then the description would be 'Funeral TJones'.*



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