

We have put together this pamphlet to help you plan a Memorial Service at Roser Community Church after the loss of a loved one.

This form is designed to help you think through the information the office and pastor will need to plan the memorial service. Please complete as much as possible and keep it handy for when questions arise.

Contact Information

NAME OF FAMILY CONTACT:

Home Phone _____

Cell Phone _____

Office Phone _____

Email _____

Address _____

FUNERAL HOME:

Phone _____

Address _____

NOTES:

Roser Church Staff

Rev. Dr. Bob O'Keef.....*Pastor*
Kristen Stanton *Music Ministries*
Cyndy Custis..... *Church Secretary*
Charles Wade*Facilities Administrator*
Shannon McConnel..... *Hospitality*
Bev Shepperson *Church Administrator*
Matt Meehan *Financial Administrator*



ROSER COMMUNITY CHURCH
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Memorial Services

A Memorial Service at Roser is a service of Christian Worship. A Christian Funeral is an opportunity to celebrate the life of the person who has died and to acknowledge our faith as our source of hope. We believe in the resurrection, and we look forward to the time that all believers are gathered together in heaven. Funerals also need to acknowledge our human loss and our need to God's grace and peace.

Our pastor, Dr. Bob O'Keef, will meet with you to help to plan a funeral or memorial service which will honor your family member and be faithful to Christ and His Church.

In addition to meeting with Dr. O'Keef, a member of the family will need to contact the Church office at (941) 778-0414. A member of the church staff will help you make the many decisions that need to be made.

DATE AND TIME

Let the office know the desired time and date for the Memorial Service. The Church Secretary will confirm that there will be no conflict with other church activities and the Pastor will be in contact with you.

CHAPEL OR SANCTUARY

Indicate if you would prefer the Sanctuary (seats up to 400 people) or the Chapel (seats up to 90 people).

GUEST CLERGY

If you wish to have guest clergy officiate with the Roser Pastor, please let us know so that our Pastor can be in contact with the guest clergyman.

ORGANIST AND HYMNS

Indicate if you wish to have an Organist. If so, we require that our Organist or someone they select or approve be the one to play. Our Organist will contact you to discuss hymns or music you wish to have played.

SANCTUARY SOUND

A Sound Technician is necessary if the Sanctuary is used and we require that our own Sound Technician be used.

RECEPTION

Indicate if you plan to have a reception in the Fellowship Hall after the Memorial Service. If so, our Hospitality Committee will be in contact with you to plan the reception. They will order and serve the food and the Church Office will invoice the family when we receive the receipts.

Schedule of Fees

Sanctuary - 400 seats . . . (Non-Members \$200)
 Chapel - 90 seats (Non-Members \$150)
 Fellowship Hall \$150
 After 2 hours - \$75 for each additional hour
 Pastor (Non-Members \$200)
 Organist/Pianist \$200
 With Soloist \$225
 Soloist \$50
 Sound Technician \$50
 After 2 hours - \$25 for each additional hour
 Facilities Administrator (Service) \$75
 Facilities Administrator (Reception) \$75
 Memorial Bulletins 25¢ each for color

The Rose Garden

Please contact the church office to inquire about Rose Garden Burial of ashes. These fees do not include a Memorial Service.

BURIAL OF ASHES

Interment Service of ashes in the Rose Garden is \$500. This fee includes a nameplate and the upkeep of the Garden.

BURIAL IN A NICHE

Niches are available for Roser members only. The cost of a niche is \$1,500 and the fee includes an Interment Service. Niche size is 11¼ high x 11¼ wide and 12 inches deep. A Niche will hold up to three urns if the urns are 3½ x 11x11 inches.

Memorial Information

NAME OF DECEASED _____

Date of Birth _____

Date of Death _____

Date of Memorial Service _____

In the Chapel Sanctuary _____

Survived by _____

Memorial Gifts to _____

Memorial Bulletin Picture on Cover Yes No

Please email picture to info@roserchurch.com or bring photograph to the church office.

Number of Bulletins requested _____

Color Yes No

Officiate: Rev. _____

Organist _____

Pianist _____

Soloist _____

OTHER _____

SoundTech _____

Facilities Admin _____

Ushers _____

MEMORIAL RECEPTION Yes No _____

Number of guests expected _____

The Church Secretary will be in touch with the family contact person to plan the details.