



ST. COLUMBA'S
EPISCOPAL CHURCH

Planning a Funeral or Memorial Service

We are sorry for your loss. It is often difficult to concentrate on logistical details at a time like this, so we offer this information to help you prepare a funeral or memorial service at St. Columba's.

Setting a Date

The first step is to speak with one of the priests to establish a date and time for the service. St. Columba's prefers weekday funerals.

Order of Service

Funerals and memorial services at St. Columba's follow the guidelines established in the [Book of Common Prayer](http://www.bcponline.org) (www.bcponline.org). The Rite II Liturgy beginning on page 491 of the Book of Common Prayer is customary. After you have confirmed the date of the service, you will have an opportunity to meet with the clergy person to plan details of the liturgy.

We have a list of suggested readings and hymns, but you may choose other readings or hymns. There should be at least one reading from scripture, and in the case of a service with communion, there must be a reading from one of the Gospels.

Participation by Family and Friends

Remembrances (eulogies) may occur at the beginning of the service but are not required. We ask that there be no more than three remembrances of 3-5 minutes each. You may invite family and friends to serve as readers and ushers, as well as include a soloist or other musicians in addition to a church organist.

Service Bulletin

We will create and print a service bulletin that includes the liturgy and the names of those participating in the service. We will need to know the number of bulletins to print and the full names of participants.

You may provide an obituary and/or photo for inclusion in the service bulletin.

Flowers

Once a date for the funeral has been established, the priest will determine if the Flower Guild is available to create floral arrangements for the service. The standard Flower Guild package includes two pedestals behind the altar, an arrangement for the table at the back of the church, and a basket arrangement beside the table holding the urn. If the Flower Guild is not available, you can use an outside florist or silk arrangements that have been made by our Flower Guild. See page 3 for photos of sample arrangements and a list of outside florists.

Audio-Visual

Live streaming of the service is available by request. Funeral services are live streamed on St. Columba's YouTube page at the time of the service. Following the service, a direct link will be provided to the family for sharing with loved ones.

Please note, there is no link to the service beforehand; those interested in watching the service online should simply visit our YouTube page (<https://www.youtube.com/@StColumbasEpiscopalChurch>) at the scheduled time.

Receptions

If you wish to host a reception at St. Columba's, we have two spaces available to rent: the Great Hall (our fellowship hall) and the Common (space adjacent to the Nave). You may choose your own caterer, but we recommend Versatile Foods for receptions at the church (www.versatilefoods.com; info@versatilefoods.com; 301-686-1116). They are familiar with our facilities.

Funeral Homes and Cremation Services

There are several funeral homes and crematories in the area; we suggest [DeVol Funeral Home](#) and [Rapp Funeral & Cremation Services](#) based on the recommendation of other families who have been pleased with their services.

Interment

If your loved one has a niche in our Columbarium, the interment can occur at the end of the service or on another date. Please note that the niches are approximately 11" wide x 11" deep x 14" high. We recommend urns be no larger than 5" x 6" x 10" high, but size may vary depending on the number urns that will be interred in the niche.

If you wish to have your loved one buried at a cemetery, please notify the clergy person and coordinate with the funeral home.

Fees

The standard fee for a funeral, with livestream, for members of St. Columba's is \$3,000. There may be additional fees for funerals requiring additional time and effort by the church staff. If the cost poses a hardship, please speak with a member of the clergy.

The funeral fee does not include catering for a reception. Purchasing a niche in St. Columba's Columbarium is also not included in the funeral fee. To learn more about purchasing a niche, please visit our website (columba.org/funerals-and-memorial-services) or contact the church office at 202-363-4119.

Flower Guild and Funeral Flower Options

In preparation for a funeral at St. Columba’s, families have three options for funeral flowers:

1. **Flower Guild fresh flower arrangements.** St. Columba’s all-volunteer Flower Guild provides flowers for funerals, subject to availability of sufficient volunteers. Below are examples of the arrangements the Flower Guild can design.



2. **“Forever Flowers.”** The Flower Guild has created two pedestals and one basket of “Forever” (artificial) flowers which may be used.



3. **Outside florists.** Families are welcome to use an outside florist for funerals if they wish. If so, they are responsible for making the arrangements with the florist, according to their offerings, prices, timing, and delivery policies. Families may choose any florist, but the Flower Guild suggests the following businesses, who know what we usually do and are acquainted with our space, making logistical coordination easier.

<p>Bethesda Florist 4934 Saint Elmo Ave. Bethesda, MD 20814 (301) 656-8200 bethesdaflorist.com</p>	<p>Suburban Florist 7936 Old Georgetown Rd. Bethesda, MD 20814 (301) 656-2288 suburbanflorist.com</p>	<p>York Flowers 5023 Wisconsin Ave. NW Washington, DC 20016 (202) 363-1150 yorkflowers.com</p>
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