

Guidelines to assist families in preparation for a funeral  
St. Michael the Archangel Church  
Crowley, LA

All funeral arrangements must be finalized and approved by the pastor/associate pastor, in cooperation with an accredited funeral home and the family of the deceased.

**Times & Days:**

Sundays -- only funeral services (never a funeral mass) will be provided on Sundays and Holy Days of Obligation (including Ash Wednesday and Good Friday).

These times should be discussed fairly with the presider, and may not conflict with any previously scheduled events of the parish, including the regular weekend Mass schedule or previously scheduled masses on Holy Days of Obligation.

Monday through Friday --

--Mornings: 10:00 a.m. or 10:30 a.m.

--Afternoons: Times after 1:30 p.m. until 6:00 p.m., according to the availability of the church.

Saturdays -- funerals will not be scheduled later than 1:00 p.m. on Saturdays, or according to the availability of the church.

**Places:**

A Funeral Mass should **never** be celebrated in a funeral home without express permission being granted by the pastor of St. Michael Church, and only under extreme circumstances. A funeral home is an acceptable place for a funeral service.

The funeral home is the appropriate location for “waking” a body. The church building or the hall is **not** an acceptable place to lay out a body for viewing for any period of time before the funeral. Laying someone out in the church of St. Michael is not an option.

The church building of St. Michael is the only acceptable location for a funeral mass, unless there are extreme circumstances, and only with express permission from the pastor.

**Guest priests:**

A visiting priest may preside at a funeral mass if requested by the family, and express permission is granted by the Pastor of St. Michael Church. However, the pastor retains the right of preference for presiding at a funeral mass in the parish, and may grant permission for a visiting priest to give the homily during mass, and the visiting priest may con-celebrate with the presiding pastor or associate pastor. **Protestant Ministers will not be allowed to address the congregation in any manner before, during, or after a funeral at St. Michael the Archangel Church under any circumstances. There are no exceptions to this policy.**

While the pastor is away, he should grant delegation to another priest(s) to replace him for a funeral in preparation for his absence. The associate pastor would be the norm for a presider of a funeral in the absence of the pastor. If another priest other than the delegated priest(s) or associate pastor is requested, specific permission for any priest to preside, other than those already delegated, must be granted by the pastor, or the Episcopal Vicar of the Region in the absence of the pastor.

Deacons may preside at funeral services without delegation from the pastor, but these may only take place in a funeral home, never in the church if a deacon is presiding (unless warranted by a large crowd, but Holy Communion shall not be distributed). Otherwise, permission must be given by the pastor for the use of the church building.

### **Fees:**

There are no fees for a funeral mass or service for someone who is a parishioner of the St. Michael community.

There is a fee of \$250.00 for a funeral mass for anyone who is not a current parishioner of the St. Michael community.

-- The exception to this fee is if someone has resided in a nursing care facility, and was a resident and parishioner of St. Michael when they entered the facility, or if an elderly person has lived with family who live in another city.

-- The fee must be paid prior to any finalization of arrangements, preferably by the funeral home to insure proper payment.

The fee is for the use of the church and its employees, and should not be considered as part of the donation to the presider for the funeral.

### **Liturgy:**

Families must make their own arrangements for musicians/music. St. Michael Church does not provide musicians or a choir for funerals.

-- Only proper and approved liturgical music is allowed for the funeral mass.

-- Any questions or concerns regarding musical selections must be discussed with the presiding priest.

**In accord with the General Instruction of the Roman Missal, eulogies, poems, extra readings, slide presentations, etc., are not permitted during the funeral mass or a funeral service.**

-- The appropriate times and places for these extra memorials should be at the funeral home at the wake, before the funeral liturgy begins in the funeral home, at the cemetery, at a gathering after the funeral, or any other such appropriate place and time.

-- All of these extraordinary memorials have great meaning and value for families and friends, yet it is important and vital for the Funeral Liturgy of Mass and prayers of the Holy Catholic Church and its gathered people to retain its sacredness and place of honor for the deceased and those who mourn them.

-- Picture taking and video filming of a funeral mass is inappropriate, and is not allowed.