

The United Church of Phelps

Fee Schedule for Funerals

Updated March 2023

We want the day when you celebrate the life of your loved one to be just as you want it to be and just as your loved one requested it. However we do have some guidelines and fees that will help both you and us.

Our Guidelines & Fees:

Please see Building Use Form for complete fee schedule

Pastor: \$200.00

This includes a meeting with the family, preparing the service, the service, and internment. The pastor(s) of The United Church of Phelps are the only clergy to perform funerals/memorial services unless our pastor approves another clergy.

Custodian: \$75 or \$100 if a reception

The Custodian will be present the day of the funeral/memorial service to make sure everything is in order. The Custodian will be here after the service is over to prepare the facility for events that follow.

Organist/Pianist: \$150 + \$25 if to accompany a soloist or instrumentalist

You may choose any musicians you desire. However, we have an excellent organist/pianist that can meet with you and help you plan appropriate music for your ceremony. He/she will be here for the service and will play about 15 minutes before the ceremony begins and a few minutes following.

If you choose your own musician he/she should follow the same guidelines as above. If they need to practice using our equipment, they need to call the office ahead of time.

AV Tech: \$50.00

If there is a need for a sound person / AV Tech, the fee for this person is \$50. If you have special music or a slide show our AV Tech needs this information one week prior to the event if possible.

Receptions

If your family would like to host a reception following the funeral/memorial service our Fellowship Hall is available to you. We also have a Health & Service Team that will coordinate this gathering. We offer cookies, cheese and crackers, veggie tray, tea and coffee, and punch. Should the family and friends choose to bring in more food that is welcomed and will be served by the Team. The fee for this is a donation. Suggested donation to cover the cost is \$100 per 50 people if veggie tray/cheese/crackers/cookies/drinks or \$150 per 50 people if luncheon which includes sandwiches/salads/fruit/cheese/crackers/cookies/drinks.

Other Fees:

- The fee for use of the church for non-members is \$75.00
- The fee for bulletins is \$25 per 100. The church will offer a couple of catalogues for you to choose the bulletin you like best.