



The Methodist Church in the Caribbean and the Americas

Leeward Islands District – St Kitts Circuit



ARRANGEMENTS FOR THANKSGIVING SERVICE AND BURIAL

1. Full Name of Deceased: _____
2. Age: _____ Date of Birth: _____ Date Died: _____
3. Church Relationship: Member: Yes ☐ No ☐ Congregation: _____ Class: _____
4. Offices Held in Church: _____
5. Place of Thanksgiving Service: _____
6. Date of Service: _____ Period for Viewing: _____
7. Time of Service: _____ Place of Interment: _____
8. Officiating Minister(s): _____
9. Contact Person: _____ Tel: _____
10. Funeral Director(s): _____ Tel: _____
11. Register No.: _____ Date: _____

12. FEES: *(The Church Does Not Require A Fee From Members In Good Standing)*

The Fees for Non-Members & Members not in Good Standing are as follows:-

1. Chapel Facilities	EC\$150.00	4. Organist	EC\$100.00
2. Sexton	EC\$ 50.00	5. Burial Plot*	EC\$600.00
3. Minister	EC\$200.00	6. Entombment**	EC\$600.00

* Only applies to cemeteries owned & operated by the Methodist Church. Requires compliance with the policies governing burial

** Only available to Members in Good Standing who are to be interred at cemeteries owned & operated by the Methodist Church

13. Date Fees Paid: _____ Amount EC\$ _____

Receipt No.: _____ Date Entered in Burial Register: _____

14. GENERAL POLICIES

1. Funerals are not held on Sundays in the Methodist Church, neither is Methodist Clergy nor Local Preachers available to do funerals on Sundays
2. The Minister must receive the Permission to Bury Certificate issued by the Registrar before the Funeral Service for verification purposes.
3. A Non-Refundable Fee of 50% of the total Fees must be paid at the first meeting with the Minister where the payment of fees is applicable. The balance of the Fees must be paid to the Church Office before the time of the Funeral Service.
4. All applicable fees must be paid to the Church Office with cheques payable to "*The Methodist Church.*" All payments should be reflected with the issuance of a receipt with the Church stamped affixed.
5. It is the policy and practice of the Methodist Church that caskets are not opened once they are closed prior to the commencement of the Thanksgiving (Funeral) Service.
6. It is not the practice nor the preference of the Methodist Church to reuse burial spots. The reuse of a burial spot requires that the spot has not been used for at least twenty-five (25) years.
7. It is the responsibility of the Contact Person of the deceased to ensure that when a burial spot is being dug that the excavated dirt is not placed on existing graves or tombs. Any large boulders excavated must be removed from the cemetery.
8. Only the graves of Members who were in Good Standing at the time of their death will be permitted to be entombed at the applicable cost associated with entombment.
9. It is the sole right of the Methodist Church to permit or refuse a deceased Non-Member or a deceased Member not in Good Standing from being buried in its cemetery. Should the church permit the burial the fee payable to the church is reflected in the fee structure outlined in this document.
10. A free-will offering is encouraged to be taken during the Funeral Service of deceased Members in Good Standing to assist with cemetery upkeep or any other ministry of the Church that the family might decide.

I have read and understand the policies and regulations governing the burial of my loved one in a cemetery owned and/or managed by the Methodist Church – St Kitts Circuit and accept the conditions outlined herein.

Date:

Signature.....