



Funeral policy & guide

Established 2025

Pastor: Rev. Dr. Emerson Ross

Mt. Zion Baptist Church Inc

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“Jesus said unto her, ‘I am the resurrection, and the life; he that believeth in me, though he were dead, yet shall he live:” (John 11:25 KJV)

“Let not your heart be troubled: ye believe in God, believe also in me.” (John 14:1 KJV)

“Peace I leave with you, my peace I give unto you: not as the world giveth, give I unto you. Let not your heart be troubled, neither let it be afraid.” (John 14:27 KJV)

WHEN A LOVED ONE HAS PASSED...

Our thoughts and prayers go out to you in this time of loss and grief. It is our desire to minister to you and your loved ones in your hour of need and to encourage you through the comfort of the Lord Jesus Christ (II Corinthians 1:3-4).

Please let us know of any specific ways we can be of assistance to you.

To notify the church of the death of a family member, please contact Member Care Grief Ministry at 770-967-3722. We desire to minister to you whether the service will be held at Mt. Zion Baptist Church or at another location.

This booklet has been put together to assist you with the practical aspects of dealing with your loss and to serve as the Mt. Zion Funeral Policy.

Mt. Zion FUNERAL GUIDELINES

Even for Christians, the death of a loved one is a difficult experience. We grieve the loss of one who has been close, but we do not sorrow as those who have no hope (1 Thessalonians 4:13).

It is our desire and privilege to minister to the families of our congregation in their time of need. It is through the Word of God that we have hope at the time of the death of a loved one (Romans 15:4).

This policy is provided to assist our families in planning and providing a Christian funeral.

WHO CAN HAVE A FUNERAL AT Mt. Zion?

We offer funeral services at Mt. Zion for members of the church. Only a relative of the deceased may plan with Mt. Zion for funeral services. Exceptions are made at the discretion of the Pastor.

DATE AND TIME OF FUNERALS AT MT. ZION

Dates and times for funerals at Mt. Zion are to be arranged in consultation with the Pastor and will be scheduled based on availability and the preferences of the deceased's family. The Pastor must approve all funeral service arrangements scheduled to take place at Mt. Zion.

Preferred Funerals, if possible, should be held on Saturday's that is based on availability. All funeral services at Mt. Zion should be kept to a maximum of one to two hours, if possible.

WHO WILL OFFICIATE AT MT. ZION?

The pastor will officiate the funeral service held at Mt. Zion. Any requests for another pastor or minister to officiate or assist in the service must be approved by the Pastor. All pastors officiating funeral services at Mt. Zion must be of like faith and in agreement with the values and convictions of Mt. Zion.

If the service is being held at a funeral home or graveside at Mt. Zion, the pastor may be available to officiate upon request. All requests will be coordinated through the Pastor.

WHERE ARE FUNERALS HELD AT MT. ZION?

Most funerals are held in our regular church Sanctuary.

There may be times when the historic church will be used.

CAN WE HAVE A REPAST AT MT. ZION?

Receptions can be held at Mt. Zion upon approval by the Pastor and Deacons Ministry with the following guidelines:

- Receptions are to immediately follow the funeral service.
- Receptions will only take place in Fellowship Hall, based on size.
- Mt. Zion Kitchen Ministry does not cater to family receptions.
 - *Deacon and Kitchen Ministry will be responsible for cleaning duties before and after the repast.*

SERVICE DETAILS

Flowers

Funeral flowers can be delivered to the funeral home or to Mt. Zion Baptist Church 4000 Thurmond Tanner Road, Flowery Branch, GA 30542. All funeral flowers need to be removed from MT. ZION immediately following the service. Typically, the funeral home will assist with this.

Music

Only music appropriate for worship shall be used. Music can be played on a CD or by a soloist and musician.

The Minister of Music will assist the family with a soloist and accompanist as needed. All music selections must be approved by the Pastor of Member Care at least 48 hours prior to the service. The Media Department will need the CDs 48 business hours prior to the service to ensure compatibility with our equipment.

Video Presentation

If a video is to be used during the service, it must be submitted to the Media Ministry for review at least 48 hours prior to the service. The Media Ministry will need the DVDs 48 business hours prior to the service to ensure compatibility with our equipment. All presentations should be in DVD format (not PowerPoint). Appropriate music should be used to accompany the DVD.

- *All files should be submitted in JPEG (for images) or MP4 (for video) format if it is emailed to mzbcavministry@yahoo.com. The 48 hours prior to the service still applies.*
- *All services will be aired via YouTube and Facebook compliment of MT. Zion Baptist Church. It is our goal to make sure we provide every opportunity for loved ones to have a chance to say goodbye to their loved one.*

Decorations

Families may wish to display mementos or photographs. Please follow these guidelines:

- A small table will be provided for the display. Please bring your own tablecloths if desired.
- Any displays of pictures need to be limited to a few individual pictures or a picture board on an easel, in proximity to the casket on the floor and not on the platform and must be appropriate to a worship setting.
- All decorations must be removed within one hour of the finish of the service.

Closed Casket

Caskets may be open for the family's viewing and for the visitation. The final closing of the casket will be prior to the beginning of the service.

Family Participation in Service

All poems, readings, and testimonials must be appropriate and exclude any swearing or phrases and expressions that are not favorable to a worshipful and godly setting.

Parking

Mt. Zion will put out directions to assist attendees with parking if necessary. Parking attendants are not provided. Processions are directed by the funeral home.

Childcare

The church does not provide childcare for funeral services.

Side Note

The family is not allowed to release balloons at the funeral.

TYPICAL FUNERAL SERVICE

- Processional and Seating of the Family
- Music/Solo (Optional)
- Reading of Scriptures (Old and New Testament)
- Prayer
- Comments (Optional)
- Music/Solo (Optional)
- Video Presentation (Optional)
- Eulogy
- Acknowledgement Funeral Home
- Recessional

WHAT TO DO WHEN YOUR LOVED ONE PASSED

1. Contact other family members and close friends.
2. Contact the Pastor at 770-967-3722.
3. Notify the employer of the deceased and your own employer.
4. If children are in school, notify the school.
5. Choose and contact a funeral home.

WHERE TO FIND HELP WITH YOUR GRIEF

We rejoice at the privilege of offering any assistance that we can to the family prior, during, and after the funeral service for your loved one. For further information or assistance, please contact Member Care Grief Ministry at 770-967-3722.

BEFORE GOING TO THE FUNERAL HOME

It will save you considerable time and phone calls if you have the following information available:

Legal Name of the Deceased:	
Nickname of the Deceased:	Date of Birth: _____ Date of Death: _____ _____/_____/_____ ____/_____/_____
Father's Name:	Mother's Name (Maiden)
List of relatives and relationships to the deceased:	
List of individuals who might be available to serve as pallbearers:	
If you wish, indicate memorial to be designated in obituary in memory of the deceased:	
Funeral Home:	Funeral Home Phone:
Funeral Home Address:	
Funeral Director:	Funeral Director Phone:

IMPORTANT INFORMATION

Legal Name of the Deceased:	
Family Contact:	Relationship:
Family Address:	
Family Phone:	Other Contact Phone:
Number of Family Members	
Family Viewing Scheduled: Yes or No	If yes, Location & Time:
Floral Requests:	
Church Membership:	

The following information will be needed for the funeral home and for the planning of the service.

Note: If you are unsure if your loved one has an existing burial plot with Mt. Zion Baptist Church or if you need more information about burial plot at the church, please call Member Care Grief Ministry at 770-967-3722.