

ST. PAUL BAPTIST CHURCH

When Your Loved One Dies

A Guide to Funeral Services at St. Paul Church - Peoria

*Grief is one of the heaviest things a family carries. At St. Paul, we want you to know that you do not carry it alone. When a member of our church family passes away, we are honored to walk with the **family** through every step of planning for the funeral service and honoring their life.*

WHO IS ELIGIBLE FOR A FUNERAL AT ST. PAUL CHURCH - PEORIA

Funeral services at St. Paul Church - Peoria are provided for deceased church members. A member is anyone listed in our church database as a **member**.

Not sure if your loved one is a member?

Call our church office and we will look it up for you.

Phone: (309) 686-2086, ext. 1000

Email: connect@spbaptist.org

We are glad to help you find the answer quickly.

WHAT ST. PAUL CHURCH - PEORIA PROVIDES

When a member passes away, St. Paul provides the following at no charge to the family:

Prayer & Pastoral Care	We will pray with and for your family throughout the planning process and the service.
Funeral Service	A 45 to 60-minute service held in our Chapel (estimated 198 or fewer guests) or our Sanctuary (more than 198 guests).
Visitation / Viewing	One hour of visitation in the church before the service begins. Please note: once the family's viewing time has ended and before the service begins, the casket will be closed and will not be reopened for the remainder of the service or after.
Resolution Letter	A formal letter of condolence from St. Paul will be created. If the funeral is held elsewhere, contact our office and we will send one to the location of the service.
Service Coordination	A church representative will help you plan the service order, coordinate volunteers, and handle logistics on the day of the funeral.

HOW TO GET STARTED

We know this is a difficult time. These steps are designed to keep things as simple as possible for the family of our deceased member.

1

Call the Church Office First

Before confirming any date with the funeral home or family members, the next of kin or family designee should call (309) 686-2086, ext. 1000 or email connect@spbaptist.org to inform us of the passing and begin the planning process. Please have 2 possible dates ready. We will check the calendar and confirm an available date as soon as possible.

Important: Please call us before setting the date.

We want to make sure everything goes smoothly for your family. Confirming the date with the funeral home before checking with us can create scheduling conflicts.

It only takes one quick call or email to begin the planning process, and we will confirm the date as soon as possible.

2

Meet with Our Team

Once the date is confirmed, a representative from the church will let you know which pastor from our pastoral staff will officiate the funeral and deliver the eulogy. A church representative will also meet with you to plan the service and walk you through all the details.

3

Submit the Service Program

Send us the final program at least two days before the service so we can review it.

4

Submit a Media Slide (if using)

If a media slideshow will be displayed during visitation, the family or funeral home must provide the file to church staff at least 24 hours before the service. Our team will test it in advance to make sure everything is ready. File must be submitted via the following:

****. Submit your slideshow as a .mp4 VIDEO by sending it to:
stpaulpeoriamedia@gmail.com via www.wetransfer.com

**** You can also submit your slideshow via Google Drive to
stpaulpeoriamedia@gmail.com

ABOUT THE SERVICE

Services at St. Paul Church - Peoria follow a meaningful, Christ-centered order. The general flow of the service is:

- Processional
- Old Testament Scripture
- New Testament Scripture
- Prayer
- Song
- Reflections: *Up to 3 family members or friends may share. Please keep remarks to 2 minutes or less.*
- Reading of Condolences and the Obituary: *The church will provide a person to read condolences and the obituary.*
- Song
- Eulogy / Sermon
- Song
- Dismissal

We want this service to reflect your loved one's life and faith.

WHAT TO EXPECT ON THE DAY OF THE SERVICE

Arrival	Doors open 1 hour before the service begins for visitation.
Flower Deliveries	Flowers may be delivered to the church on the day of the funeral beginning at 9:00 a.m. Please coordinate delivery timing with the funeral home.
Service Hosts	Members of our team will welcome you at the entrances, guide guests to their seats, and help everything flow smoothly.
Service Length	Services are 45 to 60 minutes.
After the Service	All flowers must be removed from the church by the family or funeral home before leaving. Our team will sanitize and restore the space.

IF THE FUNERAL IS HELD AT ANOTHER LOCATION

We understand that some families choose to hold services at a funeral home or another church. Your St. Paul family still wants to support you.

- Resolution Letter: We will provide a formal resolution letter to be sent to the service location. Contact us at (309) 686-2086, ext. 1000, or email connect@spbaptist.org.
- Pastoral Presence: Based on availability, a member of our pastoral staff may be able to participate in or assist with the service.

We Are Here for You

You do not have to figure this out alone. Our team is honored to walk with your family.

Church Office: (309) 686-2086, ext. 1000

connect@spbaptist.org

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