



**Metropolitan United Methodist Church  
Funeral Policies and Procedures**

*"The eternal God is thy refuge, and underneath are the everlasting arms."  
Deuteronomy 33:27 NIV*

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❖ **Pastoral Services and Counseling**

The Pastor must be notified before any funeral arrangements are made. Appropriate arrangements will be made in consultation with the pastor, family, and mortician. The family must meet with the Pastor in advance to discuss and review our church's service format. Payment is made directly to the Pastor or designee and is due during the final consultation or on the day of the funeral.

Pastoral counseling and assistance is available to families in selection of funeral directors and/or any other services that the family may need.

❖ **Funeral Service**

The funeral service will be held in the sanctuary and the casket will be placed before the altar in front of the chancel rail. Persons who wish to view the deceased may do so upon entrance to the church. Before the service begins, the casket will be closed with no further viewing. (Exceptional circumstances will be left to the discretion of the Pastor.)

Services may be held at Metropolitan UMC for active members, inactive members, and community members.

❖ **Interment in the Church Cemetery**

Due to the limited number of spaces in the cemetery, only active members "in good standing" are eligible for interment. Please contact the church office at 301-375-9088 to discuss eligibility for interment. Location of the grave site is solely determined by the Board of Trustees Chair.

❖ **Fees and Payments for services and usage of facilities**

Services and usage of facilities for active members may be paid by cash, check or money order. Make checks and money orders payable to: Metropolitan United Methodist Church. A returned check fee of \$25.00 is applied for all checks returned for insufficient funds. The family is responsible for contacting Board of Trustee Chair, Aaron Kane, Jr. (240-412-5868) as soon as possible to discuss fees for usage of our facilities.

❖ **Opening and Closing of Grave**

Metropolitan UMC is not responsible for opening and closing of graves. The Contractor's fee is \$800.00. Please make your check payable to Metropolitan United Methodist Church which can be delivered to the church official as late as the day of the funeral. Grave sites will be selected and approved by the Board of Trustees Chair.

❖ **Lodge, Organizations, Fraternity and Sorority Presentations**

Any lodge, organization, fraternity, sorority that wish to make their presentation will do so at the family hour or at the grave site following the committal services. Lodges and organizations that wish to have ceremonies must get clearance and time for presentation from the Pastor before the date of the family hour. **There will be no service in the Sanctuary after the Spoken Word.** [The Book of Worship, pages 139-155].

### ❖ **Funeral Programs**

As of September 1, 2022, we no longer provide funeral programs. While this is our policy, our Pastor still must review a draft of the program before the final printing. Please email a copy of the program to: metroumc.ofc@gmail.com one (1) week before service.

### ❖ **Video Presentation**

If a video is to be used during the service, the pastor must be notified seven (7) days in advance to inform the AV Team, and the video presentation must be submitted to the church office 24 hours prior to the funeral service for review. All presentations should be in Power Point or DVD format and should not exceed five (5) minutes in length.

### ❖ **Grave Maintenance**

All graves must have a proper marker not wider than a grave width. Special occasions and holiday grave decorations should be removed after three (3) weeks and placed in the dumpster. Live flowers, plants, or shrubs shall not be planted on or around the graves.

### ❖ **Meals for Bereaved Families**

Due to the ongoing coronavirus, increase in the cost of food, and decrease in personnel, as of September 1, 2022, the Hospitality Committee will prepare and serve meals to the immediate family only, (50) person maximum.

#### MENU:

##### *Select (1):*

- Fried Chicken or Baked Chicken

##### *Select (1):*

- Mashed Potatoes, Parsley Potatoes, or Seasoned Rice

##### *Select (1):*

- Greens, String Beans, or Mixed Vegetables

##### *Select (1):*

- Iced Tea, Lemonade, or Punch

- Rolls, Butter

- Assorted Desserts