


CELEBRATION OF LIFE SERVICES

AT LUTHERAN CHURCH OF HOPE

*“He will wipe every tear from their eyes.
There will be no more death or mourning or crying or pain,
for the old order of things has passed away.”*

Revelation 21:4





It is an honor to walk alongside individuals and families, and assist them in celebrating the lives of their loved ones. This booklet is designed to help provide comfort, answers to often asked questions, and assist you in making decisions surrounding your loved one's Celebration of Life Service.

Should you have any additional questions at any time, please do not hesitate to reach out to Hope's Care Team at 515-400-1492.

TABLE OF CONTENTS

- | | | | |
|----------|-------------------------------------------------|----------|-----------------------------------|
| 1 | Funeral Home Involvement | 5 | When Planning Your Service |
| 2 | Types of Services | 6 | Obituaries & Notices |
| 3 | Available Rooms | 7 | Q&As |
| 4 | Suggested Readings & Musical Choices | 8 | Additional Information |
| | | 9 | Notes |

FUNERAL HOME INVOLVEMENT

After the death of a loved one, while at the hospital or home, you will need to contact a funeral home or crematorium to provide the necessary care of your loved one. There are many excellent funeral home providers in the Des Moines metro area, and Hope does not endorse any one in particular. This is a very personal service and we suggest you interview and consult them to make the best decision for your family.

Below, please find a few things the funeral home will provide, or give guidance on:

- Securing necessary permits and death certificates
- Care of the body (casket or urn)
- Cemetery choice (plot or niche space)
- Obituary
- Flowers or other memorial funding
- Processional to cemetery (transportation)
- Visitation (if held at the funeral home)
- Guest book, memorial video, bulletin and other essentials for service

While our staff is able to provide assistance in a number of areas, please know that if the decision is made to not use a funeral home, Hope is unable to provide certain services that funeral homes typically provide, including many of the things listed above like memorial videos and the writing of obituaries. We thank you for your understanding!

TYPES OF SERVICES

Once you have spoken with your selected funeral home, the next step is to contact Hope's Care Team where they will begin assisting.

Please know that we view it as our honor to be able to walk alongside you in your time of grief. There is no charge for any part of the funeral service or the optional luncheon typically following funeral services at Hope (*see below for more details on optional luncheons*).

Types of Services

There are several types of services Hope offers:

- **Celebration of Life Service at Hope**
Celebration of Life Services take place at Lutheran Church of Hope and, like the name suggests, are an opportunity to honor and celebrate the life of your departed loved one. During these services, a casket or urn with the deceased's remains is present. If the casket is present, it remains closed for the duration of the service.
- **Service without a Burial**
A service without a burial is when the service takes place at Lutheran Church of Hope, but without the presence of the casket or urn. This service may take place days, weeks, or in some cases months after the death.
- **Graveside Service**
A Graveside Service is a short service at the graveside or columbarium, consisting of brief scripture readings and prayers. Graveside Services may be scheduled on its own or following a Celebration of Life Service.
- **Off-site Service**
An Off-site Service is when a Celebration of Life Service or Service without a Burial takes place at a location outside of Lutheran Church of Hope (within 30 minutes of Hope West Des Moines), but is conducted by a Hope pastor.

Visitations

Visitations often take place at the funeral home the evening before the service. Visitations can also be held at Hope, immediately prior to the service or the evening before (dependent on church calendar availability). If it is decided to have the visitation at Hope, a member of Hope's Care Team will work with the funeral home to meet the needs of the family.

Luncheons & Dessert Reception

When a funeral is at Hope, we are happy to provide a luncheon or dessert reception free of charge. This is a set menu and is served by our Hope staff and volunteers. Additional information on these, including available food options, can be provided by our Care Team.

AVAILABLE ROOMS

During your meeting with Hope's Care Team, we will help you discern how many people you might expect to attend your loved one's service. Below, please find a list of the most commonly used spaces.



Hope's Chapel

The majority of Hope's funerals and visitations are hosted in Hope's Chapel, a beautiful space that seats a maximum of 350 guests. Within the Chapel is also a family room, which provides families with a private space to gather prior to the beginning of the service.



The Bridge

If a family has elected to host a luncheon or dessert reception following their loved one's service, these meals are typically served in the Bridge. Located on the upper level of the building, just down the hall from the Chapel, this space comfortably seats 500, and is a great gathering area, complete with a large screen perfect for displaying a memorial video.



Worship Center

If it is determined that a service will exceed 350 guests, Hope's Worship Center has been made available for these services. The Worship Center seats 2,500. The Worship Center is unavailable Saturday evening and Sundays due to weekend worship.



The Well

Located on the lower level, this room is a multi-use space that is sometimes used as a luncheon/dessert reception space, or for visitations.

SUGGESTED READINGS & MUSICAL CHOICES

Following the confirmation of a funeral date, time, place and type of service, the presider, along with a member from Hope's Care Team, will arrange to gather the family and hear stories of your loved one. This meeting will take place at Hope. This will also be a time to select favorite Scripture(s) and discuss musical choices.

Suggested Readings

Below is a list of readings frequently used during services. Please know you are not limited to only these readings. They are listed simply as a guide to help you as you plan your loved one's service.

Old Testament Readings:

Jeremiah 31: 8-13
Isaiah 40:1-11, 28-31
Isaiah 55: 1-3, 6-13
Ecclesiastes 3:1-8
Job 19:23-27a
Lamentations 3:22-26, 31-33
Psalms:
Psalm 23
Psalm 42:1-5
Psalm 46:1-7
Psalm 121
Psalm 142:1-6

New Testament Readings:

Romans 5:1-11
Romans 8:31-39
1 Corinthians 15:12-26
Hebrews 12:1-2
1 Peter 1:3-9
1 John 3:1-2
Revelation 7:9-17
Revelation 21:2-7
Revelation 22:1-5

Suggested Music

Music is an important part of a funeral service. Lutheran Church of Hope is God's house, and for that reason, all music selected should be appropriate for a Christian service. To help, we have provided a list of suggested music that is available to be performed by a Hope musician. While songs are not limited to this list, we cannot guarantee a Hope musician will be able to perform/sing alternative songs. In the event a Hope musician is unable to perform a requested song, please see page 7 for information on musical soundtracks. If you have a guest musician you would like to perform during your loved one's service, please let the Care Team know and we can provide necessary information to them ahead of time.

Contemporary

Well Done (The Afters)
It Is Well (Bethel/Kristene DiMarco)
I Can Only Imagine (Mercy Me)
Home (Chris Tomlin)
Heaven Song (Phil Wickham)
Amazing Grace (My Chains are Gone) (Chris Tomlin)
10,000 Reasons (Matt Redman)
You Raise Me Up (Westlife/Josh Graban)
I Will Rise (Chris Tomlin)
It Is Well (Bethel)
On Eagle's Wings
Give Me Jesus (Fernando Ortega)

Hymns

The Old Rugged Cross
Be Thou My Vision
Come Thou Fount
Holy Holy Holy
Amazing Grace
It Is Well
How Great Thou Art
When I Survey the Wondrous Cross
Praise God from Whom all Blessings Flow
Praise to the Lord the Almighty
Blessed Assurance
Because He Lives

WHEN PLANNING YOUR SERVICE

Below is a typical Order of Service for Celebration of Life Services at Hope. If the funeral home is providing the bulletin, Hope will provide a separate printed insert with the Order of Service to be handed out to all guests as they arrive.

Order of Service Template

Prelude

- *Recorded or live music with optional slide show*

Processional Music (optional)

- *Music selected together by family and care ministry team from Hope*

Greeting & Opening Prayer

Words from the Family (or Friend) // Eulogy (optional)

- *Typically one or two people, 3-5 minutes each (we suggest whoever is speaking write down what they plan to say ahead of time).*
- *Lutheran Church of Hope does not permit open mic sessions during funerals, as these can lead to uncomfortable, inappropriate, and often prolonged services.*
- *Please plan to provide the name(s) of those speaking to the Care Team during your planning meeting so we can include them in the funeral bulletin (we will need the correct spelling of both first and last names, as well as the relationship to the deceased).*

Bible Readings

- *Two or three passages from Scripture*

Congregational Song // Musical Offering (optional)

Gospel Reading

- *Selected together by family and pastor*

Sermon

Congregational Hymn // Musical Offering (optional)

Apostles' Creed (optional)

Closing Prayer & Lord's Prayer (spoken word or sung)

Commendation

Recessional (optional)

- *Music selected together by family and worship director*



OBITUARIES & NOTICES

Obituaries

Families are responsible for writing their loved ones' obituaries. When working with a funeral home, they will help you coordinate this and provide information on how to submit to local newspapers if that is desired. In the event you choose not to work with a funeral home, please provide a copy of the finished obituary and photo to Hope's Care Team so a funeral bulletin can be created.

To help you as you prepare your loved one's obituary, we've provided an obituary writing template as well as an example. This is simply a guide and not a required format for obituaries:

Template:

FIRST, MIDDLE, LAST NAME, AGE (NUMBER ONLY), of **CITY OF RESIDENCE** passed away on **DATE** at **LOCATION** (if desired). **HE/SHE** was born **MONTH, DAY, YEAR**, in **CITY, STATE**.

In **YEAR**, **NAME** married **SPOUSES NAME** in **CITY, STATE**.

HE/SHE served/worked at _____.

HE/SHE did volunteer work for _____.

NAME graduated from **COLLEGE NAME** in **YEAR** and attended **HIGH SCHOOL** in **CITY, STATE**.

HE/SHE is survived by **LIST PARENTS; SIBLINGS; GRANDCHILDREN**; etc.

NAME also is survived by his nephews and nieces,

HE/SHE was preceded in death by _____.

Memorials may be made to _____.

Example:

It is with heavy hearts that we announce the passing of John Smith, 78, of Los Angeles, CA, on March 23, 2025. John was born in Chicago, IL, and lived a life filled with passion for his family, his work as a teacher, and his love of travel. He was a devoted husband to Mary for 50 years and a loving father to their two children, David and Sarah. John's infectious laugh and kind spirit will be deeply missed by all who knew him. He is survived by his wife, Mary; his children, David and Sarah; and his grandchildren, Emily and Michael. A memorial service will be held on Saturday, March 29, 2025, at 10:00 AM at St. Mary's Church, Los Angeles, CA. In lieu of flowers, donations can be made to the Alzheimer's Association in John's memory.

Celebration of Life Notices

Hope's staff sends Celebration of Life notifications to the congregation via email. You will be asked if you would like your loved to be included in these notifications. If so, your loved one's obituary link and photo is all that will be needed. Additionally, Celebration of Life notices are posted to a dedicated page on Hope's website, providing the opportunity for our church family to be praying for you.

AUDIO & VISUAL Q&AS

Below are some commonly asked audio and visual questions we receive from families when asking about technical details of their loved one's service.

If I have a music playlist I would like played, how should I give it to you?

A USB storage device containing audio in MP3 or WAV format is highly recommended. Other formats or media types can't be guaranteed to work properly. We can connect a portable media device (such as an iPod) in most venues, and that is a viable alternative, if available. We would also like at least one hour to test media before the event to give everyone involved plenty of time to sort out any issues that might arise.

If I would like a video played during the service, what format and how should I give it to you?

A USB storage device containing the video files in an MP4 or MOV format is highly recommended. Other formats or media types can't be guaranteed to work properly. Optical media (e.g. CD/DVD) may work, but is not officially supported.

I have a slideshow of photos I would like played during the service. Is that possible?

Picture slideshows are a great way to celebrate the life of your loved one before or during the service. Slideshows should be made as either a video or automated presentation (such as PowerPoint with times pre-set). Please note that non-video files may cause issues if playing the slideshow on a loop is desired. We would like at least one hour to test media before the event to give everyone involved plenty of time to sort out any issues that might arise.

DAY OF SERVICE Q&AS

To help you in preparing for the day of your loved ones service, below are some commonly asked questions.

When and where do we go when we arrive?

On the day of your service, please plan to arrive one hour before the service. Hope's Care Team will greet you and direct you to the private family gathering room. If a funeral home is being utilized, their staff will arrive ahead of you to arrange flowers, the casket, etc. If an urn is being utilized, please confirm with the funeral home/cremation service provider how the urn will be delivered to the church.

Will coffee and bottled water be available?

Bottled water and tissues will be available in the family's private gathering room. Coffee is also available just outside of the room. Families are welcome to bring additional beverages or snacks for the gathering room if they would like.

What items are available for us to use for our loved one's memorial display?

A table suitable for a guestbook will be provided. On it will be a basket for cards and bulletins of the service. You are welcome to bring your own guest book, or Hope can provide guest sign-in pages. Two additional tables will be made available for you to use. Easels are available for larger pictures. Please bring any items with you when you arrive.

Will there be reserved seating for family members?

Reserved seating in the service space will be delineated for family and any participants in the service. A box of tissues will be placed on each row of reserved seats. Approximately 10 minutes before the service begins, anyone designated to be seated in the reserved seats will be asked to return to the private family gathering room to pray with the presiding minister and prepare for the service to begin.

ADDITIONAL INFORMATION

We want you to know you are not alone following the loss of your loved one, and someone from our pastoral care team will stay in contact with you in the months following your loved one's passing. We are here to help provide peace, comfort and hope in the midst of life's pain. There are several ways we can help you as you journey toward spiritual and emotional healing. A few opportunities are listed below:

GriefShare

The death of a loved one is difficult and can leave one feeling confused, hurt and lonely. GriefShare is a friendly, caring group of people who will walk alongside you through one of life's most difficult experiences. This 13-week course incorporates video teaching, Scripture, a between-session workbook and small group discussion. You don't have to go through the grieving process alone.

Surviving the Holidays

Holidays after experiencing a separation, divorce or loss through death can be extremely difficult. Join us for a class aimed to provide strength, healing and the tools needed to face the holiday season with hope and promise.

Offered once per year in mid-November

One-2-One Support

Hope One-2-One Care Givers are trained volunteers who provide one-on-one Christian support and encouragement to those going through a difficult season in life. Whether an individual is going through a divorce, grieving, recently unemployed, having trouble in a relationship, suffering from an illness or something else that is causing anxiety or pain, One-2-One Care Givers and care receivers are matched men to men and women to women. If you're interested in becoming a One-2-One Care Giver, please email darcy.howell@hopewdm.org.

Healing Prayer

Receive healing prayer on the first Wednesday of the month in the Chapel. Join us for a time of worship, teaching, testimony, reflection and prayer. Silent soaking prayer and trained prayer partners are available to pray with individuals and families.



Memorial Garden

An inscribed memorial brick in memory of your loved one can be placed in Hope's Prayer Garden. Please complete the Memorial Brick form below to place your order.

The suggested donation for a Memorial Brick is \$100, and covers the cost of the brick, custom inscription, and installation.



Memorial Tree

During the season of Advent, a special Christmas Tree is displayed in the Memorial Garden, where ornaments are placed in remembrance of departed loved ones. Each year, anyone is invited to place an ornament on the tree, and they are saved by Hope's Care Team once the tree is taken down and re-placed when the tree goes back up the following year.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



925 Jordan Creek Pkwy | West Des Moines | (515) 222-1520

hopewdm.org

06.10.2025