

# FUNERALS AT CORNERSTONE BIBLE CHURCH

As Paul writes, to be absent from the body is to be present with the Lord (2 Cor 5:8). While we grieve the loss that death brings about, we take great joy and comfort in knowing that all those who know Christ are with Him even now as we await together the future resurrection (1 Thess 4:13-18). CBC wants to be as helpful as possible to you in this time of grief and remembrance. To that end, these general guidelines will help ensure a smooth service for you and your family.

If you are a member of CBC or your loved one who passed away was a member of CBC, you are welcome to use our facilities. In general, CBC does not allow building reservations of any kind for non-members.

## BUILDING RESERVATION PROCESS

There is **no cost** to use CBC for a service and/or visitation. Here is the process for reserving the building:

1. Please reach out to the church office ([office@discovercbc.org](mailto:office@discovercbc.org)) to inquire about calendar and pastoral/AV tech availability. CBC's admin director will be your primary point of contact for the service. Regarding the building, please keep in mind:
  - a. A funeral service and/or visitation should be scheduled so that it does not conflict with any CBC events on campus. If you would like the sanctuary stage cleared for the service, please be aware there may be less available times for the service.
  - b. During days that preschool is in session, funerals/visitation must start at 2pm or later.
  - c. The building will be available for set-up **2 hours before the time of the visitation** (if no visitation – 2 hours before the time of the service). Please also plan on tearing down the building no later than **2 hours after the conclusion of the service** (or graveside service/meal if applicable – whatever is latest)
2. Once a date and service time has been picked, please provide the church office ([office@discovercbc.org](mailto:office@discovercbc.org)) with a **primary contact person** that the office can reach out to with any questions about the service.
3. If you would like the CBC church family to be made aware of the service, the church office can send a churchwide email on your behalf.

## SERVICE GUIDELINES

**Building:** Rooms reserved for funerals are the foyer and sanctuary. Those attending can use the main entrance to come into the building.

### Audio/Visual:

- Once the building & service time is set, CBC will provide AV tech support for your service. AV tech support will reach out to the primary contact person to inquire what is needed for the service.



- If you would like any musicians employed by CBC to participate in the service, please contact them directly to ask about their availability before finalizing the service time. The CBC office does not coordinate music for non-church events.
- CBC generally does not record or livestream funerals. Funeral homes often provide their own livestream so please check with your funeral home about their options.
- If you have a slideshow or video you would like shown at the service, please provide it to the office no later than 24 hours before the service so it can be prepared to be shown.

**Meals:** If you would like a meal after the service, you are welcome to reserve an additional room for a meal. We would encourage families to reach out to their homegroup about providing a meal as the church office does not coordinate volunteer meals. However, the church office can place a catering order if requested.

