

## Informational Guide for families when a funeral home is not present

### **Policies:**

- All arrangements to be made through the Parish Office 856-429-1600 or via email with the Office Manager, Cheryl Judge, [cjudge@ctkhaddonfield.org](mailto:cjudge@ctkhaddonfield.org).
- Funerals may be held Monday through Saturday, depending on clergy and church availability.
- CTK has daily Mass Monday-Friday 8:00 - 8:30am. All set-up and deliveries should be done after 8:40am the morning of the funeral.
  - Typical Service Times are:
    - Visitation: 10:00 - 10:50am
    - Mass: 11:00am, clergy will then accompany the family to burial site in Camden or Burlington counties.
    - Graveside Service: The parish priest is usually able to offer prayer in Camden or Burlington county cemeteries
- Outside clergy - if requesting outside clergy, the family must contact and confirm with the guest priest. Contact information is then shared with the office, and clergy suitability forms received prior to funeral.

### **Particulars:**

- Prior to the service, a bereavement minister will meet with the family to plan the readings and music, and will be available in the church the day of the Mass.
- The facilities team will set up a table for the urn.
- The church does not provide guest books, programs, prayer cards, flowers, flags, candles or ushers.
  - You may request an easel or a long table if you have photo frames or poster boards.
- Parking lot attendant - if you are expecting a large crowd, please assign a family friend parking duty. Our lot is one direction, no gaps or two way traffic allowed.
- All services are live-streamed via our website. Please pass the following link on to any family member who cannot make the service [www.ctkhaddonfield.org](http://www.ctkhaddonfield.org)

### **Pricing:**

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| Viewing in Church    | \$150.00   |
| Funeral Mass         | \$350.00 [check payable to Christ the King]  |
| Musician             | \$200.00 each [check payable to musician{s} or to cash]  |
| Musician [Bench Fee] | There is \$100. Bench fee to our Director of Music for any family not using her services. All outside musicians and cantors must be vetted with our Director of Music prior to the start of the funeral. |
| Cantor               | \$150.00 [check payable to musician or to cash]  |
| Instrumentalist      | Individual higher rates may apply  |

Local Funeral Homes: [Kain-Murphy](#), [Healey Funeral Home](#), [Hinski-Tomlinson](#).