



FIRST PRESBYTERIAN CHURCH

of Wilmette

Memorial Service and Reception Fee Schedule

	Members	Non-Members
Memorial Service:		
Use of Facilities	\$ 0	\$1,000
Pastor's Honorarium	\$500	\$500
Pastoral Assistant	\$150	\$150
Facility Manager	\$200	\$200
Organist Fee	\$300	\$300
Bulletins	\$ 75	\$ 75
Reception:		
Fellowship Hall or Lounge	\$150	\$300
Refreshments	\$1/person	\$2/person

Additional musicians are available by arrangement with the Director of Music Ministries for an additional fee.

Off-Site Memorials: Ministers shall be reimbursed for travel and accommodations expenses.

Floral arrangements are the responsibility of the family and should be arranged with the florist of their choice.

The family is asked to consider listing the Memorial Fund of First Presbyterian Church Wilmette as one of their choices for memorial gifts.

Payment is due within ten (10) days of the memorial service. Checks should be made payable to First Presbyterian Church of Wilmette.

Non-Members who wish to use their own pastor must have an *fpcw* pastor or staff member on site for the memorial service and reception. The *fpcw* staff resource is there for building use questions, safety and to facilitate a smooth hospitable experience. **The additional fee for this service is \$250.00.**