



## Funeral Luncheon Guideline

As a ministry to the families and friends of a parishioner who has died, you may ask the Community of Our Lady of Victory to help with a luncheon following funeral services. Our volunteers will set up, serve and clean up. Due to insurance liability, we cannot allow any alcohol to be served.

Funeral luncheons are available following Monday or Wednesday funerals should parish facilities be available. The Luncheon will immediately follow the funeral service.

Our ability to provide a luncheon at the Parish is contingent on the availability of parish facilities and the existing parish calendar. In order to serve the family best, luncheons immediately follow the funeral and a 48 hour notice is needed. Some situations and times exist in which we are not able to offer this ministry:

- The week of Thanksgiving
- The week before and after Christmas
- The days of Holy Week and the Monday following Easter
- The Friday through Monday for Labor Day and Memorial Day Holidays
- Fourth of July; the days available is based on where the holiday falls in the calendar that year
- Saturday Funeral Luncheons are not available.

To inquire about the possibility of scheduling a luncheon, please let us know of your interest when meeting with a staff person to plan the funeral service.

About the luncheon:

The family can choose from one of the three caterers, if available, that can provide the food for the lunch: **1.) Genitti's Hole in the Wall, 2.) Classic Catering, 3.) Bill's Catering.** Menus and costs will be provided to you. At the luncheon the family will be given the receipt for the food and we ask you to make the check payable directly to the chosen caterer due on the day of the lunch. Coffee, tea, lemonade and ice cream punch will be provided by our volunteers.

Luncheon? Yes:\_\_\_\_\_ No:\_\_\_\_\_ Number of people estimated: \_\_\_\_\_

Which caterer would you prefer based on availability:

Genitti's \_\_\_ Classic Catering \_\_\_ Bill's Catering \_\_\_\_\_

Name of person to contact: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name of the deceased: \_\_\_\_\_

Thank you!

Office Use: Gathering \_\_\_\_\_ Funeral \_\_\_\_\_ Setup \_\_\_\_\_ Serve \_\_\_\_\_