



5011 WHITE OAK AVE, ENCINO, CA, 91316

## FUNERAL REQUIREMENTS

We know that the loss of a loved one is the most painful experience anyone can go through. At Our Lady of Grace, we honor the lives of those who are in the presence of the Father, while accompanying the bereaved family.

### REQUIREMENTS AND PROCEDURES:

1. Celebrating a funeral or memorial mass is a sacrament. Therefore, we ask that our families respect liturgical and administration guidelines. Memorial or funeral masses are celebrated on Mondays, Tuesdays, and Thursdays at either 10:00 am, 10:30 am or 11:00 am.
2. Flowers are not received in the church until 30 minutes before the mass begins. We ask families to inform their florists or family members about this. We are not held responsible for damaged flower arrangements if these are delivered before the 30 minutes mark.
3. Music for the mass is REQUIRED. Therefore, we ask that all families arrange music with our director of music. No exceptions. There is a stipend of \$200.00 that we kindly ask for the musicians.
4. We do not show videos before, during, or after the ceremony.
5. You can bring a photo of your beloved to be displayed during the mass. You can also bring programs if a burial or gathering is to follow.
6. We kindly ask to clean up after the mass has ended, by picking up all flowers, cleaning any water spillage, and picking up trash left behind on pews by your guests.
7. The donation for a funeral or memorial mass is of \$250.00.

### GRAVESITE BLESSINGS:

Priests are available, on case-by-case basis, to accompany your family if you're having a funeral at another place other than our parish. If you wish to have one of our priests for gravesite blessing, please call the parish office or email us to [olgencino@gmail.com](mailto:olgencino@gmail.com)

### ANNIVERSARY MASSES:

We encourage our parishioners to submit a mass intention by calling or visiting the Parish Office. You can also select to have a private anniversary Mass for your beloved, however, please call the Parish Office

### BEREAVEMENT MINISTRY:

The bereavement ministry is here to accompany you through the process of preparing a beautiful memorial or funeral mass for your beloved. They work along the parish office to help you move with the process and provide emotional support. A member of the ministry will contact you once the intake and date for the mass gets confirmed by the parish office. This ministry is made possible by the help of our very dedicated volunteers. They are here to accompany you, to hear you and support you during this difficult time.

NOTE: please turn in all documentation and donation payment to the parish office and not to the bereaved ministry volunteer/s.

To start the process, please call the office at (818)342-4686 or email us at [olgencino@gmail.com](mailto:olgencino@gmail.com)