

such cases, a Memorial Ceremony may be appropriate.

A Memorial Ceremony is usually held between three and five weeks after the funeral. It is a chance for all who knew the deceased to gather, socialise and share their memories of the life they knew. It is also a chance for the family to show their acknowledgment and appreciation for the role that each friend or colleague played in the life of a loved one.

A Memorial Ceremony is less formal than a funeral, and provides the opportunity for a number of speakers to share their memories, anecdotes and thoughts with the other people in attendance. Favourite or especially poignant pieces of music are often included in the ceremony.

As with Civil Funerals, a Memorial Ceremony may be held almost anywhere, except for religious buildings; if a large number of guests are expected, then the gathering will need to be held in a large enough venue with catering facilities, a public address system, ample parking and good road access. The function room at a hotel or a modern village hall is especially suitable for this type of ceremony.

For further information about Civil Funeral Ceremonies and Memorial Ceremonies please contact:

Registration/Bereavement Services  
The Register Office, Nightingale House  
Balaclava Street, Stockton-on-Tees TS18 2AL

Telephone: (01642) 527341/42  
Email: bereavement.services@stockton.gov.uk  
www.stockton.gov.uk/registeroffice

If you would like this information in any other format or languages please contact 'Bereavement Services' on (01642) 527341/42

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Si vous souhaitez obtenir ces informations dans d'autres langues ou sous un autre format, par exemple, en gros caractères / version audio, veuillez contacter l'équipe "Bereavement Services" au n° 016 42 52 73 41/42 FRENCH

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ਜੇ ਤੁਸੀਂ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਬਣਤਰ ਜਾਂ ਬੋਲੀ ਵਿੱਚ, ਵੱਡੀ ਛਪਾਈ ਵਿੱਚ ਜਾਂ ਟੇਪ/ਸੀ ਡੀ 'ਤੇ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ 'Bereavement Services' ਨੂੰ 01642 527341/42 ਨੰਬਰ ਉੱਤੇ ਫ਼ੋਨ ਕਰੋ। PUNJABI

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# Civil Funeral Ceremonies



Traditionally, funeral ceremonies have been either religious or non-religious, and while it is increasingly common for ceremonies to allow some flexibility, the beliefs of the person conducting the ceremony are a major influence upon its content. A Civil Funeral Ceremony offers an alternative, a truly personal tribute to the deceased, but most importantly, a ceremony that is created in conjunction with those closest to the deceased.

## *What is a Civil Funeral Ceremony?*

A Civil Funeral Ceremony is driven by the wishes, beliefs and values of the deceased and their family, rather than the principles or beliefs of the person conducting the funeral.

A Civil Funeral Ceremony may contain a balance of both religious and non-religious content, making it especially suitable for those who might not worship regularly but wish to acknowledge the beliefs of family and friends.

A professionally trained celebrant works closely with the family to create a highly personal and individual ceremony. Central to the ceremony is a tribute written about the life and character of the deceased.

## *Where can a Civil Funeral be held?*

A Civil Funeral Ceremony can be held almost anywhere you wish, except for religious buildings. It is suitable for either cremation or burial, but

to ensure the comfort of mourners, only the committal would take place at the grave where burial is chosen.

## *Who conducts a Civil Funeral?*

Civil Funeral Celebrants are carefully selected by the Institute of Civil Funerals and will only obtain their Civil Funeral Qualification after successfully completing the course, which includes assessment of ceremony writing and delivery and the completion of a written examination.

Celebrants are regularly monitored and re-assessed by the Institute of Civil Funerals to ensure that the high quality standards that characterise a Civil Funeral Ceremony are maintained.

## *How do I arrange a Civil Funeral Ceremony?*

You can contact a Celebrant by telephoning the Register Office on (01642) 527720. If a Celebrant is not available immediately, we will take your contact details and a Celebrant will call you as soon as possible.

Your Celebrant will arrange to meet with you to discuss all of the options available to you for the ceremony. This can either take place at your home, or if you prefer, other arrangements can be made.

At this meeting, you will also be asked to provide as much information as you can about the deceased, so that the Celebrant can create a personal tribute to the life and character of your loved one. You might find it helpful if another family member or a close friend is also invited to attend the meeting. (continues overleaf)

The duration of the meeting depends on a number of factors, such as the amount of information you have to give to your celebrant and any questions you might have; usually it will be between an hour and an hour and a half, but it is important that you do not feel rushed, so your celebrant will conclude the meeting only when you feel it is appropriate.

Your celebrant will then create a ceremony incorporating the choices made during the meeting and the information supplied about the deceased. He or she will remain in contact with you between the meeting and the funeral and the script will only be finalised once you are satisfied with the accuracy of the content.

Following the ceremony, you will be offered a copy of the script to keep.

## *What is the fee for a Civil Funeral Ceremony?*

Monday to Friday: £100.00\*

Saturday: £125.00\*

\* Ceremonies outside of the Borough of Stockton-on-Tees may incur a small additional fee.

## *Memorial Ceremonies*

When making funeral arrangements, some families can feel that they would like the funeral to be as private as possible, but realise that there are many others who also wish to commemorate the life of their friend or colleague. Often, especially where friends and colleagues live abroad, it may not be possible for them to make travel arrangements in

