

FUNERAL INFORMATION

■ Days and times open for funerals:

Weekdays & Saturday

Morning Session: 9:00 AM – 12:00 PM

1st Afternoon Session: 12:00 PM – 3:00 PM

2nd Afternoon Session: 3:00PM – 6:00PM

Evening Session: 6:00PM – 9:00PM

■ Donation:

- ◆ HK\$17,000 Weekdays and Saturdays
- ◆ HK\$18,000 Evening Service
- ◆ HK\$22,000 Public Holidays
- ◆ Full donation is required at the time of application and must be made by cheque payable to Union Church. There will be no refund on any cancellation after donation been made

■ Church Policy:

- ◆ Only Christian funeral service is permitted.
 - ◆ Decorations using nails, screws, adhesive, staples, scotch tape or any other method that may cause damage to the church premises are not allowed. Decorations on walls are not permitted. Decoration in sanctuary only and no decoration or pictures are allowed on the altar.
 - ◆ The use of decorative candles, incense, oils, propane or open flame is prohibited. Setup and flower wreaths delivery time is in the first hour of the session.
 - ◆ The clean-up must be completed and the facility completely vacated by the end of the session booked.
- For enquiries, please contact our Funeral Coordinator at **9680-0795** (Monday to Friday, 9:00am to 6:00pm).

Facilities Provided by Union Church

- ◆ Use of Sanctuary for three hours and/or 1/2 of the Fellowship Hall before service starts
- ◆ Piano/Organ
- ◆ Three microphones
- ◆ Music stands
- ◆ 2 Reception tables
- ◆ 1 Easel
- ◆ Two parking spaces

Booking of Fellowship Hall for Overflow/Reception and Courtyard

- ◆ HK\$8,000 Fellowship Hall per session
- ◆ HK\$6,000 Courtyard per session

Audio & Video

- ◆ You need to hire a “Union Church” audio technician to play any audio and visual files for the service.
- ◆ The fee is HK\$2,000 per session

Terms & Conditions:

- 1. Full donation is required upon approval of the application*
- 2. Each booking session is 3 hours, set-up and clean-up time are inclusive. Access of venues will only be permitted within the booking session.*
- 3. All flower wreaths and decorations have to be cleared within the booking session for the next service.*
- 4. Overtime charges will be imposed if the duration of the use of the facilities exceeds the booking time.*