

POLICY MEMORIAL ITEMS

WOODLAWN UNITED CHURCH
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Whereas sometimes a family wants their loved one remembered through the donation of an item (as opposed to a monetary donation).

Whereas Woodlawn United recognizes that nothing is permanent other than our God, and it is our intention to use items given as Memorial gifts in keeping with the mission statement of the congregation.

Whereas we recognise the family of a remembered person may express a preference for how their gift is to be used within the church,

Therefore it is the policy of Woodlawn United Church that the items will be honored and treated with dignity using the following procedures:

Procedure:

- All donations are given “to the glory of God and in memory of....”
- The names of donors, with the person honoured, are recorded in the memorial book which is displayed at the front of the church sanctuary. Because all donors and gifts are recorded in one place, plaques and other markers are not normally required. Such markers are often impractical, they may impede functions or aesthetics; or the memorial item may be hidden from view, rendering such markers moot.
- Any items donated to Woodlawn United Church need to be approved before reception by either:
 - a. the Worship Team – for items in church sanctuary.
 - b. the Trustees Committee – for items in all other parts of the church.

The committees reserve the right to receive or reject gifts in-kind, based on such factors as condition, usability, and appropriateness for the mission of the congregation.

- All gifts, of any kind, become the property of Woodlawn United Church and will be placed in the location or used in the way best to serve the community of Woodlawn United while honouring the person to be remembered.
- As some donated items may have a limited time of use (i.e. hymn books) every effort will be made to return these items to the family at the end of their useful time.