Memorials & Scatterings

Unity Village Chapel holds you and your family in prayer as you make memorial arrangements.

If you need to arrange for a memorial after office hours Tuesday through Thursday, 9a-4p, please call Unity Security at 816-251-3355 and they will locate one of our ministers.

For information on a Scattering of Ashes Service or to schedule an independent scattering, contact our office directly and email this form to UnityVillageChapel@gmail.com.

Please let us know the preferred date and time you would like to schedule the Service. Unity Village Chapel will contact the Events Department to place the Service on the Unity Village master calendar. The chapels here at Unity Village are generally reserved for an hour before the Service and 30 minutes after to ensure there is time for you and your family to set-up and time to gather flowers and other items from the Service.

Unity Village Chapel can arrange for a minister to officiate the Service.

If you plan to put together a video montage, make sure you have someone who can set up your own equipment and run any sound/video. For large services (over 300) or any booked in the Activity Center, it may be necessary to make a separate contract with one of the Unity Village technicians to run the sound/video equipment.

If you plan to have music as part of the Service, you may bring your own CD player with the music you would like. You will need to designate someone to operate it and coordinate with the minister as to when the music will be played. For live music, you will need to bring in your own musicians or make separate agreements with any musicians or soloists. A list of Chapel musicians is provided below. All contracts are based on their availability and personal fee schedule.

If you would like to have a post-Service reception in the Unity Village Chapel CommUnity Center, please call the Chapel office for scheduling that event on a love offering basis. CommUnity Center area must be cleaned and returned to original condition and set up. Call office to reserve 816-251-3590.

General Expenses: 2 offerings (minister & Chapel)


2. Love offering to Unity Village Chapel for hosting the service and/or reception area. Contributions may be made in memory of deceased and are tax-deductible. You will receive and envelope marked memorial offering. Offerings with a memo including date/memorial name and “memorial offering” are to be dropped off in the office, completed online or mailed to P.O. Box 6736 Lee’s Summit, MO 64064.
Optional Additional Expenses:
- Musicians/Soloists
- Technical support

Check List for additional contacts:
Video Montage – If you would like a picture slideshow, you create it and bring a laptop and connection cable (Apple products) as well as sound amplification. You may provide video yourself by bringing in equipment such as cds or mp3s to play music (for special songs or background tracks) and video slideshow on a laptop. You will need to ask someone attending to run and queue the music/video according to the order of service.

Any assistance beyond what you operate will require a technician and/or musician for hire.
- If you would like a tech assistant or if the service is not in the Fillmore Chapel, you may hire tech support. Contact Lane Turner $100 per hour. 816-251-2750
- Musicians are to be contacted by you or persons requesting service. If you would like someone from our UVC music team, please note that some vocalists have a standard set of songs to select from and others take requests. Be sure to ask if they play both the instrument and provide the vocals.

Group ensemble, based on availability, $450 per hour. Contact Joe Cartwright.
Singer/Guitarists: $100 per hour standard honorarium

Joe Cartwright (pianist) / joecartwrightmusic@gmail.com ($150 per hour)
Steve Epley (vocals/guitar) / steve.epley@outlook.com / 816-286-8969
Linda Chubbuck or Green Spirit Group / songs@lindachubbuck.com
Rev. Erin McCabe (vocals/guitar) / 816-251-3590 (Love Offering range $75-200)
John Loux (vocals/guitar) / JohnLouxmusic@gmail.com / 816-550-8845.
Karl Jensen (vocals/guitar) / offers his services for gratis (no fee)
Stephanie Bland (vocals) / stbland58@yahoo.com / 913-963-5248
Cheri Jamison (vocals) / Cherisinger@gmail.com / 323-632-6717

Checklist
General:
Space confirmed
Music planned
Eulogy emailed to unityvillagechapel@gmail.org
Service planned (met with or called minister)
Prepare offering for minister/ officiant
Prepare tax deductible memorial offering for Unity Village Chapel

Optional:
Hired musicians and communicated music
Let Unity know what instruments musicians are using.
Let musicians know they need to bring guitar stand & ¼ inch cable
Designee to run video and sound
Designee to take flowers & photos from service to reception
Designee to set up and run reception music/video
Thank you for providing the following information:

Name of contact person: ____________________________________________________________

Contact telephone number: ___________________________ Email: __________________________

Name of deceased: _________________________________________________________________________________________________________

Relationship to deceased: _________________________________________________________________________________________________________

Estimated number of attendees: ___________________________

Preferred date/time for service: 1st choice: ___________ 2nd choice: ______________

Preferred location for service: Fillmore Chapel 2nd choice: ___________________________

Will there be a reception? Yes No If yes, will be held in CommUnity Center

Will there be music? Yes No If yes, is it live or recorded?

If live, what instruments will be used? _________________________________________________________________________________________________________

Will there be video? Yes No

Will the video have sound? Yes No

Family members involved & roles: _________________________________________________________________________________________________________
                                                                                       _________________________________________________________________________________________________________
                                                                                       _________________________________________________________________________________________________________
                                                                                       _________________________________________________________________________________________________________
                                                                                       _________________________________________________________________________________________________________

OFFICE USE ONLY:

DATE/TIME CONFIRMED: ___________________________

CONFIRMED SPACE BOOKED:
SERVICE LOCATION: _________________________________________________________________________________________________________
ROSEGARDEN ASHES/LOCATION#:
RECEPTION/COMMUNITY CENTER: _________________________________________________________________________________________________________

EQUIPMENT REQUESTED:
#of mics needed, video equipment, projector screen, guitar cable, computer adaptor cords