

Emanuel Synagogue

Funeral Arrangement Information Sheet

When one of our Emanuel family experiences a death, our clergy and staff are ready to help you to navigate the process as you mourn. We have put together the list below to help those in need of making funeral arrangements

*Though I walk through the valley of the shadow of death I will fear no harm,
for You are with me. (23rd Psalm)*

Family First Call: Mortuary: The mortuary will handle the pick-up of the deceased, arrange for Tahara (preparing the body for burial), and help to coordinate plot arrangements.

Jewish Mortuaries (West Hartford)

- **Weinstein Mortuary:** 640 Farmington Avenue, Hartford, CT 06105; 860.233.2675 • Fax: 860.233.2680; weinsteinmortuary@comcast.net
Michael & Morty Weinstein
- **Leonard Holtz:** Hebrew Funeral Association, 906 Farmington Avenue, West Hartford, CT 06119; 860-224-2337;
<mailto:Hebrewfuneralsn@aol.com>

Family Second Call: Emanuel Clergy to help you plan for the service, and shiva details, and to provide the family guidance through this process.

There is no fee for a Clergy member to officiate at an Emanuel member's funeral; however, donations to clergy discretionary funds are appreciated. Clergy fees for non-members varies; contact your clergy for details:

- Rabbi Small: rabbismall@emanuelsynagogue.org/860-236-1275 ext:115
- Rabbi Lazowski: 860-559-9941 (cell)

Funeral Service at Emanuel*:

There is no fee to an Emanuel Member in good standing to hold a funeral service at The Emanuel. Location choice is based on estimated number of attendees and may be subject to change if more people attend than planned:

Service Location	# of seating	Member Fee	Non-Member Fee
Chapel	Up to 125	n/a	\$500
Sanctuary	Up to 600	n/a	\$750

**Do to Covid-19 restrictions, any in-person gatherings are limited to current CT state guidelines. Please contact Emanuel staff for details.*

Scheduling & Set up:

- Funerals are not held on Shabbat, Jewish holidays or in the evenings as burials are not done at night.
- A funeral service generally runs 45 – 90 min. If held on Sunday when Religious School is in session, the funeral (and meal of condolence) must be

scheduled after 1 pm

- **Maintain secure access:** The coffin is brought in through the Mohegan entrance. Both Weinstein and Holtz are instructed to provide staff to monitor that entrance **as well as the main entrance off the parking lot**. Arrangements must be made to ensure funeral staff are given the remote clicker.
- **Set up:** Emanuel staff set two total tables, one in front lobby main entrance for sign in book; second table by sanctuary display cases for kippot.
- **Space needs prior to service** - the family usually gathers before the service per Rabbi's discretion.

Meal of Condolence after the Burial: Most often held in either Koret, Silverman, Banks Lobby or Beth Hillel Community Room (BHCR), **for a fee**. Room used will **depend on:**

- **Estimated number of people to return to the synagogue after the burial.** REMEMBER: Not everyone comes back after the burial for the meal of condolence, general estimate^{1/2} - ^{2/3} (depending on a variety of factors including number of out of towners attending, weather, etc.).
- **Other events scheduled at the Synagogue before/during and after the funeral.**
- **Space availability** Rooms may be subject to change. Fees below include use of all tables/ chairs and set up, including washing station*. Additional charges below**.

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<i>Room Rental fees: Meal of Condolence</i>			
# Attendees	Room options	Member fee	Non- Member Fee
Up to 120	<ul style="list-style-type: none">• Koret• BHCR• Banks Lobby	\$500	\$1000
121 - 220	<ul style="list-style-type: none">• Koret + Lobby• Silverman	\$800	\$1600
221 - 400+	<ul style="list-style-type: none">• Koret + Silverman	\$1000	\$2000

* Outside entrance set up Washing Station on card table with pitchers of water, basins, paper towels, and garbage can

**If the funeral is outside of scheduled hours of building operations, an additional \$20/hr. for staff is added for set up and manage the door. Due to the Emanuel's commitment to the Green initiative, we do not use disposable tablecloths. Cloth tablecloths may be rented from the Emanuel at \$6 each if the caterer does not provide them.

Food Options for Meal of Condolence: Must be kosher. The Emanuel does not have an in-house caterer, so all food must be provided by an outside KOSHER source (approved list below), at the family's expense. The caterers listed can offer food delivery only, or provide staff to serve and clean-up, which is highly recommended.

<i>Kosher Caterers Meal of Condolence</i>			
Name	Contact Person	Email	Phone
Crown	Anne	info@thecrownmarket.com	860-236-1965
Joy of Food	Paul and Debbie Bettan	joyoffood@comcast.net	860-231-1861 or 860-798-9388
Yosi's Kitchen	Mira or Yosi	mira@yosikitchen.com	860-365-YOSI (9674)