

Funeral Service Planning

Name of My Loved One:

Introduction:

There are many decisions to be made at the time of death. This is a checklist of issues that commonly need to be addressed in planning for a funeral. Don't worry if you can't answer all the questions and feel free to indicate if you don't care about some things; much is optional. This is just a guide to help us all to make the funeral as meaningful as possible.

1. Physical Details:

A. Number in order of preference those you prefer (1 is favoured site):

Church (specify)

Funeral home (specify if known)

Home (rare, but possible for a small gathering)

At the grave site (specify if known)

Other

B. Cremation ____ or Burial ____

There is no religious teaching against either.

C. Presence of the Casket or Urn at the Funeral

Yes

No

If a casket is present, cover it up with a pall ____ (fabric covering with a cross)

D. Flowers ____

Memorial Gifts to

Church ____

Specials projects if appropriate

Charity ____

Charity(ies) of Choice

E. Reception Location (Funeral Home is convenient if service is there, but costliest alternative, church is reasonable and convenient, home is intimate but a lot of work for friends or family or both unless professionals cater at home).

Church ____

Funeral Home ____

Home ____

Other ____

Any special requests?

2. Funeral or Memorial Service

A. Outline

Prelude

Scripture Sentences

Welcome and Purpose

Hymn

Prayer

We Remember

Scripture Readings

Special Music

Meditation

Prayer, Lord's Prayer

Commendation

Committal if appropriate

Announcement about burial, reception

Hymn

Blessing

Recessional

Postlude

B. Participants

Eulogist(s)

Scripture Reader(s)

Musician(s)

Ushers

Pall bearers

Minister(s)

C. Music

Prelude, Postlude (secular and sacred, live and recorded music is possible)

Hymns For Service (see list if appropriate)

Solos

D. Readings

(As with choosing favourite hymns, selecting your loved one's list of favourite scriptures (if any) or other readings can be a great gift of comfort. Emphasize those you would like for the service by writing them below, but notes about others that inspired your loved one will be special messages for the family to gain strength in the coming years.)

E. We Remember

I would prefer separate people to do the remembering and give the meditation ____ or I would prefer to have one person gather up all the threads of my loved one's life in one address ____? I recognize that people may need to speak and would not want to deny them ____.

F. Significant Facts about My Loved One's Life

Parents (special memories, gifts they passed on, etc.)

Birth (date, place, significant stories)

Siblings

Marriage(s)

Children's births (names, dates)

Places lived:

Other special dates, events

Special Friends

Work History

Volunteer History

Church Involvements

Special Interests, Talents, etc.

Memberships in Organizations

Other Interesting Facts, Stories

G. Meditation

(These questions will be helpful to the person(s) preparing the reflection on your loved one's life).

What is most important to your loved one?

What would he or she like to be remembered about him/herself?

What was he/she thankful for?

What made her/him happy?

What drove her/him crazy?

How has God been present in his or her life?

Had faith made a difference to her/him? How?

What did he or she strongly believe?

What stories are really significant for him or her?

If he or she had one message to share, this is what he/she would want people to hear: