

## **PART 1 - PLANNING INFORMATION FOR FUNERAL HOME**

*You can give a wonderful gift to your family if you take time to make some decisions now, so that in a time of loss and grief, your family does not have so much to do. Fill in as much of the form as you find practical, make a copy and turn it into the church office to be kept on file. If you would like for Carol to visit with you about these decisions, let her know.*

What is your full name and the name of your spouse, if any.

What is your date of birth and city and state you were born in?

What are the names of your children and their city and state of residence?

What are the names of your grandchildren and their city and state of residence?

What are the names of your brothers and sisters, and their city and state of residence?

What is your father's name and birthplace? Is he living or deceased? What is your mother's name, including maiden name, and birthplace? Is she living or deceased?

Who will be the person(s) making final decisions about your funeral? Please provide their name(s) address, and phone number:

Do you have visitation preferences? (Funeral home visitation, visitation at church before service, open or closed casket for visitation- must be closed for service, private burial, etc.)

Do you want a memorial service (no casket – as in cremation) or a funeral service?

Do you want a reception following your service?

Have you made previous arrangements with a funeral home and, if so, what is it's name and location?

If no previous arrangements have been made, which funeral home do you prefer?

Do you have a cemetery plot and, if so, where is it located?

Please list any information that you would want included in your obituary, including occupation, education, military service, accomplishments and awards, organizational memberships, and special interests. This is a good place to also list any special friends or extended family members you wish to be mentioned in your obituary.

## **PART II – PLANNING INFORMATION FOR CHURCH SERVICE**

*A memorial and funeral service in the PC(USA) is a service which witnesses to the resurrection of Jesus Christ; therefore a service that is held at the church is first of all a service of worship and also a service which allows time for remembrance of the person's life. The music and content of the service is the responsibility of the pastor, working with the family to include their wishes and the wishes of the person who has died.*

Do you plan to have the service at Unity and, if so, in the chapel or in the sanctuary?

If not at Unity, where would you like your service to be held?

If you would you like another minister to participate in the service along with the church's pastor, please provide the minister's name and any contact information you may have.

Do you have a request for a particular musician (organist, vocalist, instrumentalist) to participate in the service? Please list and provide any contact information.

Please list any hymns you would like to have included in the service.

Are there special passages of Scripture that have been important in your life of faith that you would like included in the service? Please list these.

Would you like friends or family to offer a remembrance at the service? List their names here.

Do you have family or special friends you would like to have as pallbearers? List their names here.

Do you want flowers or do you prefer memorial gifts? If memorial gifts, please list any preferences for where they are given.

Military rites are conducted following the benediction. Will military escorts be used?

Please list any other wishes you may have, such as what outfit you might like to be buried in, anything special you would like in your casket, any favorite flowers you would like used, etc.