



SAINT JAMES' EPISCOPAL CHURCH

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Funeral/Memorial Planning Sheet

This worksheet is meant to assist you in planning for your funeral or memorial service. Having your desires listed in advance is helpful to family and friends, and ensures your wishes are fulfilled. If you have any questions or wish to discuss this with a clergy person, please contact the office for an appointment.

Date: _____

Name: _____

Address: _____

Telephone/Email: _____

Person(s) responsible for making the arrangements are (please identify relationship and list contact information):

Visitation before the service (y/n)? _____ Open casket for visitation (y/n)? _____

Flower preference, if any? _____

Memorial gifts to go to _____

Cremation (y/n)? _____ Immediately upon death _____ After viewing _____

Ashes present in church? _____ (or) Casket present in church? _____

Service held in: Main Church Little Church
 Funeral Home _____ Other _____

Service options: Burial Office Only or Burial and Holy Communion
 Rite I or Rite II

Place of Burial: St. James' Memorial Garden
 St. James' Columbarium
 Other _____

Funeral/Memorial Planning Sheet, continued.

Lessons I'd like read (for guidelines, see p. 494-495 of the BCP):

1. _____ 2. _____

Psalm: _____ Gospel: _____

Hymns I'd like sung:

1. _____ 2. _____ 3. _____

Specific Prayers, Collects, or other service components:

People I'd like to offer remembrances (please include contact information if available):

Other people I'd like to participate (please include contact information and how you'd like them to participate [read the prayers, act as an usher, etc]):

Other comments or notes of importance:
