

# FUNERAL PLANNING INFORMATION

One way that you can help your family and be sure that your wishes are known is by filling out a funeral planner. Please fill out this form, give a copy to the church office to be filed, and give one (or more) copies to family or place it in an identified location.

Today's Date: \_\_\_\_\_

## GENERAL INFORMATION ABOUT THE INDIVIDUAL

Full Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State, Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Date of Death \_\_\_\_\_

Marital Status \_\_\_\_\_ Anniversary: \_\_\_\_\_

Spouse Name \_\_\_\_\_

## FAMILY CONTACT INFORMATION

*Primary Contact Name* \_\_\_\_\_ *Relationship* \_\_\_\_\_

Phone \_\_\_\_\_ *Alternate Phone* \_\_\_\_\_

Email address \_\_\_\_\_

*Secondary Contact Name* \_\_\_\_\_ *Relationship* \_\_\_\_\_

Phone \_\_\_\_\_ *Alternate Phone* \_\_\_\_\_

Email address \_\_\_\_\_

Other Family Names and relationships

\_\_\_\_\_ *Relationship* \_\_\_\_\_

\_\_\_\_\_ *Relationship* \_\_\_\_\_

\_\_\_\_\_ *Relationship* \_\_\_\_\_

\_\_\_\_\_ *Relationship* \_\_\_\_\_

**PERSONAL/FAMILY INFORMATION**- what information do you believe would be helpful to those who finalize the funeral or memorial plans following the time of death?

---

---

---

**OBITUARY/BIOGRAPHY INFORMATION** (*parents, brothers, sisters, spouse(s), children, ministry in daily life, volunteer activities, military service, memberships, etc.*)

---

---

---

---

---

---

---

---

---

---

## FUNERAL HOME DETAILS

Do you have arrangements made with a Funeral Home?                      YES      NO

If yes, which one? (Name & City) \_\_\_\_\_

Do you prefer: (check all that apply)

- Visitation with casket open                       Visitation with casket closed  
 Funeral with casket present  
 Visitation/Service with casket present, cremation following  
 Memorial service with cremains present                       Memorial service without cremains or casket  
 Graveside services

## FUNERAL SERVICE

Pallbearers (up to 6) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Will the FUNERAL PALL be placed on casket?      YES      NO

Are there family members or friends you would like involved in your funeral for reading the scripture, providing music, or sharing a personal reflection?    *If yes for any of these, please provide name(s) below. If no, leave blank*

*Reading:* \_\_\_\_\_

*Music:* \_\_\_\_\_

*Personal Reflection:* \_\_\_\_\_

Congregational Hymns Can Be Sung:

*Processional* \_\_\_\_\_

*Hymn before the Sermon (optional)* \_\_\_\_\_

*Hymn before the Sermon (optional)* \_\_\_\_\_

*Recessional* \_\_\_\_\_

Special Music (may be instrumental or sung by a soloist) \_\_\_\_\_

\_\_\_\_\_

Scripture Readings (*might include favorites or confirmation verse*)

---

---

Communion celebrated?                      YES    NO

Prayer for Meal before Benediction?      YES    NO

**BURIAL**

Do you have arrangements made with a cemetery?                      YES    NO

If yes, name & location \_\_\_\_\_

Easement or deed number \_\_\_\_\_

Are there any special requests for the burial? (I.E Honor Guard for veterans of military service)

---

---

Pastoral Involvement     Graveside Prayer                       Committal Service

**RECEPTION**

\_\_\_\_\_ Meal follows the funeral service

\_\_\_\_\_ Meal follows the burial

Location?

\_\_\_\_\_ Church

\_\_\_\_\_ Other \_\_\_\_\_

Menu

\_\_\_\_\_ Coffee and dessert

\_\_\_\_\_ Cold sandwich buffet

\_\_\_\_\_ Buffet hot luncheon

\_\_\_\_\_ Other \_\_\_\_\_

**MEMORIALS**

Memorials to be given to: (*check all that apply*)

\_\_\_\_\_ Church Endowment Fund

\_\_\_\_\_ Church Memorial Fund specifically in the area of : \_\_\_\_\_

\_\_\_\_\_ Other: \_\_\_\_\_

*These are some of the more popular hymns. It is certainly not a complete listing and other hymns could also be appropriate and could be used. If you are unsure if something is appropriate, please check with the pastor or a staff member.*

**Hymns:**

"Abide With Me"	ELW#629
"Amazing Grace"	ELW#77
"Around you, O Lord Jesus"	ELW#468
"Beautiful Savior"	ELW#838
"Blessed Assurance"	ELW#638
"Borning Cry"	ELW#732
"By Gracious Powers"	ELW#626
"Children of the Heavenly Father"	ELW#781
"Christ Whose Glory Fills the Sky"	ELW#553
"Day by Day"	ELW#790
"Give Me Jesus"	ELW#770
"Great is Thy Faithfulness"	ELW#733
"How Great Thou Art"	ELW#856
"I Know That My Redeemer Lives"	ELW#619
"I Want Jesus to Walk with Me"	ELW#325
"In the Garden"	
"Just as I Am"	ELW#592
"Lift High the Cross"	ELW#660
"Lord, Whose Love in Humble Service"	ELW#712
"My Faith Looks Up to Thee"	ELW#759
"My Life Flows on in Endless Song"	ELW#763
"Nearer My God"	
"Old Rugged Cross"	
"On Eagle's Wings"	ELW#787
"Out of the Depths I Cry to You"	ELW#600
"Precious Lord Take My Hand"	ELW#773
"Peace Came to Earth"	ELW#285
"Rock of Ages"	ELW#623
"Softly and Tenderly"	ELW#608
"Soon and Very Soon"	ELW#439
"The Risen Christ"	ELW#390
"There in God's Garden"	ELW#342
"There is a Balm in Gilead"	ELW#614
"What A Friend"	ELW#742

*These are some of the more popular scriptures. It is certainly not a complete listing and other scripture choices could also be appropriate and could be used. If you are unsure if something is appropriate, please check with the pastor or a staff member.*

**Scripture:**

Psalm 23	<i>The Lord is My Shepherd</i>
Romans 8:31-39	<i>Nothing Can Separate Us from God's Love</i>
John 3:14-17 or John 3:16-17	<i>For God So Loved the World</i>
John 14:2-16, 19	<i>I Am The Way, The Truth, The Light</i>
John 14:1-6	<i>I Go to Prepare a Place for You</i>
Ecclesiastes 3:1-8	<i>A Time for Everything</i>
Isaiah 25:6-9	<i>God will Wipe Away the Tears</i>
1 Corinthians 13:4-7, 11-13	<i>Love is Patient</i>
Job 19:23-27a	<i>I know that my Redeemer Lives</i>
Psalm 121	<i>I Lift Up My Eyes to the Hills</i>
Matthew 11:25-30	<i>Come to Me, All You that are Weary</i>
John 10:27-29	<i>My Sheep Hear My Voice</i>
Romans 6:3-9	<i>Baptized into Christ's death</i>
Revelation 7:9-17	<i>Hunger and Thirst no More</i>

ELW refers to Evangelical Lutheran Worship book

## Visitation Details (Will be completed after death while making arrangements with family)

Date \_\_\_\_\_ Place \_\_\_\_\_

Funeral Home Director Name: \_\_\_\_\_

Funeral Home Contact Info: \_\_\_\_\_

Family only time \_\_\_\_\_ Public time \_\_\_\_\_

Pastoral Involvement \_\_\_\_\_

Other \_\_\_\_\_

## Funeral Service Details (Will be completed after death while making arrangements with family)

Date/Time \_\_\_\_\_ Place \_\_\_\_\_

Visitation at Church \_\_\_\_\_ PALL - YES NO

Pastor \_\_\_\_\_ Contact Info \_\_\_\_\_

Musician \_\_\_\_\_ Soloist \_\_\_\_\_

Processional \_\_\_\_\_

Family Speaker (optional) \_\_\_\_\_

Scripture Passage(s) & Reader \_\_\_\_\_

Scripture Passage(s) & Reader \_\_\_\_\_

Hymn / Solo Before Sermon (optional) \_\_\_\_\_

Hymn / Solo After Sermon (optional) \_\_\_\_\_

Recessional \_\_\_\_\_

Special Notes: \_\_\_\_\_

## Announcements to be made at Service (Will be completed after death while making arrangements with family)

Which cemetery? \_\_\_\_\_

Pastoral Involvement  Graveside Prayer  Committal Service

Meal details: \_\_\_\_\_ Meal follows the funeral service \_\_\_\_\_ Meal follows the burial  
(those not going to cemetery, eat)

+++++

Estimated # of people : \_\_\_\_\_

Caterer: \_\_\_\_\_ (Funeral Home contacts caterer)

Women of the Church: \_\_\_ Setup/Serve/Cleanup \_\_\_ provide beverages \_\_\_ provide dessert