

FUNERAL LITURGY PLANNING

† _____

Entered eternal life on _____ Age _____

Address _____

Next Kin/Contact _____

Street Address _____

City, State, Zip _____

Phone (____) _____

Email _____

FUNERAL HOME ARRANGEMENTS

Name _____

Director _____ Phone _____

Body Cremains

INTERMENT: WHERE: _____ WHEN: _____

BY: _____

FUNERAL PLANNING (for office use only)

VISITATION

MASS/SERVICE

Date _____

Time _____

Clergy _____

SACRISTAN:

CANTOR:

NUMBER OF PROGRAMS NEEDED: _____

MEMORIAL BOARD POSTED: _____

ALTAR SERVER:

Name _____

EUCHARISTIC MINISTERS:

Name _____

MUSIC:

Contact Jan Meulemans: (Cell) 651.307-7865

LUNCHEON: Yes ___ # ___ No ___ **When?** _____

Catered? _____

Contact Achieve Academy 651.738.4875

MARTHA LEADER: _____ # _____

COMMENTS: _____

READINGS & MUSIC

Prelude _____

Gathering: _____

First Reading: _____

Responsorial Psalm: _____

Second Reading: _____

Gospel: _____

Prayers of the Faithful: (Reader) _____

Preparation of the Gifts: _____

Communion: _____

Final Commendation: _____

Recessional: _____

FAMILY PARTICIPATION

• Placement of pall by family _____

• Readers _____

Name(s) _____

• Eulogy _____

Name/Relation _____

• Gift bearers _____

Name(s) _____

Photo of decedent: _____

Slideshow: _____

INTAKE INFORMATION

PAYMENT/FEE SCHEDULE:

Stole Fee \$150.00

Organist..... \$150.00

Soloist..... \$125.00

Facility Fee \$150.00

No Funeral Director add \$500.00

Reviewed by _____ with _____

TOTAL: _____

FAMILY NOTES: _____

CLERGY NOTES: _____

DISTRIBUTED TO: _____

___FR. ___JOY ___GERRY ___MARK ___JAN