

# **FUNERAL PREPARATION PLANNING GUIDE**

Name of the deceased: \_\_\_\_\_

Address: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Location: \_\_\_\_\_

Date of death: \_\_\_\_\_ Location: \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (1) \_\_\_\_\_ (2) \_\_\_\_\_

Funeral Home: \_\_\_\_\_

FH Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

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## **FOR OFFICE USE ONLY**

### **FUNERAL SERVICES:**

- Vigil:  yes  no Date: \_\_\_\_\_ Time: \_\_\_\_\_
  - Funeral Home Chapel \_\_\_\_\_
  - Parish Church
  - Body present  yes  no
- Mass  yes  no Date: \_\_\_\_\_ Time: \_\_\_\_\_
  - Body present
  - Ashes present
- Burial:  yes  no Date: \_\_\_\_\_ Time: \_\_\_\_\_
- Martha's Ministry:  yes  no
  - Mona Trafton contacted (357-3348)
  - Number of Guests \_\_\_\_\_
  - Hector Rubio contacted
  - Martha's Ministry agreement signed.
- Music:  yes  no
  - Joyce Summers contacted (945-7827).
  - Cantor: \_\_\_\_\_
  - No decisions about choice of music
- Funeral Setup
  - Elaine Borda contacted (365-7143)