



# CELEBRATION OF LIFE AND RESURRECTION

## SERVICE PLANNING WORKSHEET

When planning your funeral or a funeral for a loved one, there are many choices to make. Facing some of these choices now will make the process less demanding for your loved ones later.

This Service Planning Worksheet is not comprehensive, but it will lead you through a variety of decisions that will be a gift to your family in their grief. After death, a pastor from BUMC will meet with family members and review the worksheet to finalize the funeral or memorial service. This worksheet may be used by an individual making their advance plans known or a family planning the funeral of a loved one nearing death or recently deceased.

### FOR THE PERSON MAKING ADVANCE PLANS

When you have completed this worksheet, please share a copy with the Caring Ministries Team at Brentwood UMC. Your information will be kept in a confidential file. It will be used in consultation with your family or whomever you have directed to carry out these wishes upon your death. Also, after completing the worksheet, consider discussing and sharing it with someone you trust, making certain it is clear. Consider providing copies to your family or a friend you trust, attaching to your will or trust plan, and giving to a Funeral Director.

### FOR FAMILY MEMBERS MAKING PLANS FOR THE SERVICE OF A LOVED ONE NEARING DEATH OR RECENTLY DECEASED

Please use this worksheet to assist with plans that will honor your loved one's expressed wishes or desires and will reflect their values.

If you haven't already contacted a Funeral Director, please consider doing so now. We highly recommend Austin Funeral and Cremation Services (austinfuneralservice.com). Contact them by phone at 615.377.0775. They are also available 24/7 at 615.609.0202 or 615.430.4817. The professional services, compassionate care, and guidance they provide will greatly assist you in the days ahead.

Of course, BUMC's pastors and Caring Ministries Team are always available as well. When death occurs, please contact the church office at 615.373.3663 or in the event of an after-hours emergency, please contact the pastor on call at 615.969.3086. Please leave a voicemail so a pastor can return your call.

### GUIDE FOR THE CELEBRATION OF LIFE AND RESURRECTION OF:

FULL NAME \_\_\_\_\_  
FIRST MIDDLE/MAIDEN LAST

DATE COMPLETED \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

CONTACTS (The person or persons who can be called upon to assist with arrangements)

Name: _____	Name: _____
Relationship: _____	Relationship: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Name: _____	Name: _____
Relationship: _____	Relationship: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

The funeral home I have chosen to handle arrangements: \_\_\_\_\_

### DISPOSITION OF THE BODY

Burial Cemetery Name \_\_\_\_\_  
Would you like to have a family viewing prior to the service?  YES  NO

Donated for medical purposes

Cremation

Would you like the remains

Interred in the BUMC columbarium  Buried or interred at a cemetery

Given to family - Name: \_\_\_\_\_  Scattered - Where and by whom? \_\_\_\_\_

VISITATION  At the funeral home  At BUMC  At home  No visitation  Other \_\_\_\_\_

LOCATION OF SERVICE:  At the funeral home  At BUMC  Graveside only  Other \_\_\_\_\_

**PREFERRED CLERGY**

Please provide the names of up to three clergy who you would like to lead your service. If you include any non-BUMC clergy, please also provide their contact information.

1. _____	Contact Information _____
2. _____	Contact Information _____
3. _____	Contact Information _____

**PALLBEARERS**

If you will be buried in a casket, please name up to eight people you would like to serve as pallbearers.

1. _____	5. _____
2. _____	6. _____
3. _____	7. _____
4. _____	8. _____

Regardless of the presence of a casket, you can name honorary pallbearers. Would you like to name any individuals or groups to sit as honorary pallbearers at your service?

1. _____	3. _____
2. _____	4. _____

**FAMILY REMEMBRANCES**

If they are able, I would like the following people to speak during the service about our relationship and my life:

1. _____	3. _____
2. _____	4. _____

**SCRIPTURES**

Please include the following scripture reading(s):

_____	_____
_____	_____

**MUSIC**

Would you prefer organ or piano played at your service?     Organ     Piano

Please include the following hymns: \_\_\_\_\_ Requested musicians: \_\_\_\_\_

_____	_____
_____	_____

Do you have any other music requests? \_\_\_\_\_

**AFFIRMATION OF FAITH**

Do you have a preferred affirmation of faith to be recited in unison by the congregation?

Apostles' Creed     Psalm 23     Romans 8     United Church of Canada     Other \_\_\_\_\_

**MEMORIAL GIFTS**

Do you have an organization or charity to which you would like friends and guests to contribute gifts in your memory? \_\_\_\_\_

**MILITARY HONORS**

Will there be military honors at your service?     YES     NO

If so, which branch of the military? \_\_\_\_\_

**APPEARANCE OF NAME**

How would you like your name to appear on the front of the bulletin? \_\_\_\_\_

How would you like your name to appear in the church announcement? \_\_\_\_\_

How would you like your name to appear on your niche name plate or cemetery headstone? \_\_\_\_\_

**NOTES**

Please include a few notes that may help your family or minister prepare the service. You can include favorites, special memories, proudest moments, accomplishments, how you want to be remembered. \_\_\_\_\_

_____
_____
_____

I have completed the above information to serve as a guide as you plan a service for me. I trust that the service planned will worship God, celebrate my life, and bring comfort to my family and friends.

Signature \_\_\_\_\_ Date \_\_\_\_\_