

# Funeral or Memorial Service Planning Worksheet

## Visitation

*A Visitation is an informal gathering for friends and family to express sympathy, view photographs/video tribute, etc. You are invited to consider Prayer of Faith for the visitation when you work with a professional Funeral Director.*

Will a Visitation be Held?  Yes  No

Location of Visitation  At the Funeral Home  At Prayer of Faith Church  Other:

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Will the Remains be Present at the Visitation?

Coffin with Viewing of Body  Urn with Photograph next to it

Closed Coffin  No Remains Present

Time of the Visitation

Evening Prior to the Funeral or Memorial Service

Before the Funeral or Memorial Service Only

Both

Displays

Photographic Displays  Bible of the Deceased

Momentos  Video Tribute  
(Awards, Certificates, etc.) (Usually Produced by the Funeral Home)

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

## Christian Worship Service Plans

Location of Service

Church  Cemetery (A Graveside Service Only)

Funeral Home  Other: \_\_\_\_\_  
(i.e. Care Facility Chapel, etc.)

Time of the Worship Service  Morning  Afternoon  Evening

Will the Remains be Present at the Worship Service?

Yes (Coffin or Urn with Ashes)  No

Will Holy Communion be Celebrated? (Only available for services at Prayer of Faith)

Yes  No

**Display Items to be On or Near the Casket/Urn**

- Floral Spray and/or additional Flower Bouquets  Photograph  
 Bible or Other Symbol of Faith: \_\_\_\_\_  Cross  
 Flag (Only Used During Visitation and at Cemetery)

*Please Note: The Funeral Pall will always be used to cover the casket during the worship service unless expressly declined.*

Favorite Biblical Theme or Image: \_\_\_\_\_

**Readers**

- The Pastor who officiates will read.  
 I would like this/these person(s) to read at my service: \_\_\_\_\_

**Bible Readings**

- The Pastor who officiates may choose the readings.  
 My Family will choose the readings.  
 I have chosen the readings as indicated below:

**Old Testament**

- |                                            |                                                |                                              |
|--------------------------------------------|------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Job 19:23-27      | <input type="checkbox"/> Isaiah 40:1-11, 28-31 | <input type="checkbox"/> Isaiah 40:28-31     |
| <input type="checkbox"/> Isaiah 65:17      | <input type="checkbox"/> Psalm 23              | <input type="checkbox"/> Psalm 46:1-5, 10-11 |
| <input type="checkbox"/> Psalm 90:1-10, 12 | <input type="checkbox"/> Psalm 121; Psalm 130  | <input type="checkbox"/> Psalm 139:1-12      |

**Gospels**

- |                                             |                                            |                                        |
|---------------------------------------------|--------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Matthew 5:1-12a    | <input type="checkbox"/> Luke 23:33, 39-43 | <input type="checkbox"/> John 11:17-27 |
| <input type="checkbox"/> John 14:1-6, 25-27 |                                            |                                        |

**New Testament**

- |                                                                          |                                                           |
|--------------------------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Romans 8:14-23, 31-39                           | <input type="checkbox"/> Romans 14:7-9, 10b-12            |
| <input type="checkbox"/> 1 Corinthians 15:20-26, 35-38, 42-44, 50, 53-58 | <input type="checkbox"/> 2 Corinthians 4:16-5:1           |
| <input type="checkbox"/> 1 Thessalonians 4:13-18                         | <input type="checkbox"/> Revelation 21:1-4, 22-25, 22:3-5 |
| <input type="checkbox"/> Revelation 22:1-5                               |                                                           |

**Other Readings Selected:**

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**Congregational Hymns**

- The Pastor who officiates may choose the hymns.
- My family will choose the hymns
- I have chosen the hymns as indicated below:

**Suggested Hymns**

- |                                                          |                                                           |
|----------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Beautiful Savior                | <input type="checkbox"/> Lift High the Cross              |
| <input type="checkbox"/> Guide Me Ever, Great Redeemer   | <input type="checkbox"/> The Lord's My Shepherd           |
| <input type="checkbox"/> I Know That My Redeemer Lives!  | <input type="checkbox"/> Lord Take My Hand and Lead Me    |
| <input type="checkbox"/> Love Divine All Loves Excelling | <input type="checkbox"/> A Mighty Fortress                |
| <input type="checkbox"/> O God, Our Help in Ages Past    | <input type="checkbox"/> My Faith Looks Up To Thee        |
| <input type="checkbox"/> For All the Saints              | <input type="checkbox"/> My Hope Is Built On Nothing Less |
| <input type="checkbox"/> The King of Love My Shepherd Is | <input type="checkbox"/> Amazing Graze                    |
| <input type="checkbox"/> It Is Well, With My Soul        | <input type="checkbox"/> How Great Thou Art               |
| <input type="checkbox"/> Because He Lives                | <input type="checkbox"/> This Is My Father's World        |
| <input type="checkbox"/> The Old Rugged Cross            | <input type="checkbox"/> What A Friend We Have In Jesus   |
| <input type="checkbox"/> Other Hymns Selected: _____     |                                                           |

**Soloist**

If possible, I would like this vocalist to sing: \_\_\_\_\_

Vocal Solos Selected:

\_\_\_\_\_

**Remembrances to be Shared During Worship by a Family Member or a Friend**

*(Please ask speakers to limit their remarks to 3 minutes.)*

- Yes     No

I would like this person to speak: \_\_\_\_\_

**Reception Following Worship**

I would like a reception following the service for mutual conversation and consolation.

- Yes     No

I would like the Reception

- Immediately Following the Worship Service; Before Burial
- Following the Worship Service and After Burial

Location for the Reception

- Prayer of Faith     Other Location: \_\_\_\_\_

Menu for the Reception

- Dessert and Coffee/Beverage
- Light Lunch (Sandwiches, Salads, dessert)
- Secure your own caterer and staff
- Other \_\_\_\_\_

**Funeral Home**

Preferred Company: \_\_\_\_\_

*(Specific arrangements in advance at the funeral home of your choice are encouraged.)*

**Have Pre-Arrangements Been Made?**

- Yes     No

**Disposition of the Body**

- Embalm Body (Usually required if unrefrigerated over 24 hours before burial.)
- Cremate Body Shortly After Death
- Cremate Body After Visitation and/or Service

**Burial Wishes**

- Bury Coffin/Urn in Cemetery
- Other:

\_\_\_\_\_ *(This might include keeping ashes with a family member, spreading ashes at a favorite spot, etc)*

**Bury Coffin or Urn**

- Before Visitation
- After Visitation but Before Funeral Service
- After Funeral Service but Before Luncheon Reception
- After Luncheon Reception
- After a Later Date:

**Grave Marker**

I have made arrangements for a grave marker with this company:

\_\_\_\_\_

I would like the following to be included on the grave marker:

Name: \_\_\_\_\_

Dates: (birth/death dates) \_\_\_\_\_

Maiden name: \_\_\_\_\_

Bible Verse: \_\_\_\_\_

Graphic: \_\_\_\_\_

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