

FUNERAL PREPARATION PACKET

Full Name of Deceased					Web? (Y/N)	
Name for Worship Aid						
Date of Death				Date of Birth		
Family Representative				Phone #		
Representative's Address				Relationship		
Date of Funeral / Place / Time					E-memo? (Y/N)	
Visitation Time		Visitation Location				
Funeral Home Serving Family				Phone		
# of people attending funeral		Place of Burial				
Casket or Cremated Remains present for Mass/Visitation?			Funeral planner			
Main Celebrant				Contacted		
Musician				Contacted		
Worship Aid Info to Musician	See any additional notes on bottom of page 2			# of programs needed		
Cantor				Contacted		
Altar Attendant				Contacted		
Sacristan				Contacted		
Lectors and/or Eucharistic ministers needed?						
Luncheon Desired		Luncheon Personnel Notified				
Pastor, St. John's staff, and Bereavement Volunteers notified?						
Con-celebrants		Family Placing Pall?		Christian Symbol?		
Remarks of Remembrance						
Gathering Hymn	Title		Hymnal		Page	
Old Testament Reading				OCF #		
Quote			Read By	Family member/friend?		
Responsorial Psalm	Chosen by musician at St. John		Hymnal		Page	
New Testament Reading				OCF #		
Quote			Read By	Family member/friend?		

<i>Gospel Acclamation</i>	Chosen by musician	<i>Hymnal</i>		<i>Page</i>	
<i>Gospel</i>	Chosen by pastor / celebrant			<i>OCF</i>	
<i>Quote</i>		<i>Read by</i>			
<i>Homily Given By</i>					
<i>General Intercessions Prepared by</i>	St. John Church	<i>Read By</i>	Family member/friend?		
<i>Song of Preparation</i>		<i>Hymnal</i>		<i>Page</i>	
<i>Preparation of Gifts</i>	<i>Brought Forward by</i>				
<i>Eucharistic Prayer</i>	Chosen by celebrant	<i>Hymnal</i>		<i>Page</i>	
<i>Lamb of God</i>	Chosen by musician	<i>Hymnal</i>		<i>Page</i>	
<i>Communion - # of People Expected</i>		# of Bread		# of Cups	
<i>Communion-1 Title</i>		<i>Hymnal</i>		<i>Page</i>	
<i>Communion-2 Title</i>		<i>Hymnal</i>		<i>Page</i>	
<i>Final Commendation hymn (if chosen by family)</i>	Chosen by musician	<i>Hymnal</i>	-----	<i>Page</i>	-----
<i>Recessional hymn</i>	Chosen by musician // Funeral Rite recessional		-----		
<p><i>Notes for Celebrant</i> – Please add here information regarding family (how many years married if applicable, number of children, grandchildren, great grandchildren and so forth if applicable), Also, general information regarding their faith life. Finally, if the question were asked to you, “how would you describe your loved one?” how would you respond?</p> <p>This is all very helpful and things Father Don can incorporate into his homily. Thank you.</p>					
<i>Notes for Musician --</i>					