

PREFERENCES OF

Name

Church

Address

DATE _____

RECORD OF THE PREFERENCES OF

Full name of clergy _____

Name of church _____

Address of church _____ Phone _____

Other churches served, if applicable _____

Residence of clergy _____ Phone _____

Your name as you wish it to be used on memorial folders, in funeral notices, etc. _____

Do you wish to be notified of a death as soon as possible, regardless of the hour? _____

Who should we contact when you are not available? _____

Will you conduct services for a member of another denomination? _____

Will you conduct services for persons with no church affiliation? _____ at the church? _____

at the funeral home? _____

Is there a charge for the use of the church for funerals of non-members if such usage is permitted? _____

Insofar as it may be possible, what hour is preferred for services at the church? _____ Do you prefer to use

an obituary during the service? _____ If you do, would you prefer to have us prepare it? _____

Where do you prefer to be when the family is brought into the church? _____

Where do you wish the family to be seated? _____

Will you precede the casket out of the church after the service? _____

If yes, will you change vestments first? _____

Will you arrange for the music with the family or do you wish to have us make these arrangements? _____

Will the casket be open in the church? _____

When is it to be closed? _____

What are your preferences with respect to military funerals? _____

What about fraternal and other organizations? _____

Would you prefer that any flowers be delivered to or left at the church after the funeral? _____

Name and telephone number of church caretaker _____

Additional comments as to your preferences when the funeral is held at the church _____

Comments as to your preferences when the funeral is held at the funeral home _____

Will you accept an honorarium for the service of a member of your church? _____

Would you prefer that the honorarium be given through the funeral director, or handled personally by the family?

What would you consider to be an appropriate amount in the event we are asked by a family to suggest an amount?

What is your policy with respect to honorariums for the services of non-members? _____

Are honorariums in order for the church organist or other church staff personnel who may be involved in the funeral at
the church? _____

If so, in what amount? _____

What order will be followed when organizations are involved in the committal service? _____

Will you make any announcements that may be appropriate at the conclusion of the committal service, or would you prefer that we do so? _____

What is your opinion as to private funeral services? _____

What is your attitude as to services for a stillborn baby? _____

Other comments _____

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Additional preferences with respect to the wake and funeral mass in the Roman Catholic Church —

Will you provide us with the information as to the organizations to which the deceased belonged and coordinate the time of the vigil and rosaries with us? _____

When such organizations are involved in the service, what are your wishes as to the order of the processional, seating, etc.? _____

Will a pall be used to cover the casket? _____

Will you come to the home or the funeral home for prayers before leaving for the church? _____

Will you usually have a sermon? _____

Where are the pallbearers to be seated? _____

How would you like the mass cards handled? _____

What about consecrated ground in the event there is no Catholic cemetery in the area? _____

Will you conduct a funeral service at the funeral home? _____ Under what circumstances? _____

Other comments: _____