

# Planning a Funeral

## COMPANION GUIDE

As you prepare to create a meaningful funeral, we invite you to make use of this decision checklist and planning worksheet to help you summarize your thoughts and decisions about the funeral you are planning. Do not let this outline limit your creativity; it is intended only as a springboard for your own ideas. This is the perfect guide to share with family and friends that will assist your funeral director as you work together to finalize your plans.



## Decision Checklist to Ensure You Have a Meaningful Funeral

Whether you choose burial or cremation, below you will find a checklist of the key topics and decisions you should review with your funeral home when planning a meaningful funeral for a loved one.

### Burial Funeral Arrangements

- Provide life story information
- Discuss disposition & personalization plans
- Review ceremony & tribute options

#### Select personalized tribute merchandise

- Casket
- Vault
- Cemetery & monument needs
- Keepsakes & remembrance jewelry

#### Choose memorialization items

- Stationery
- Memorial books
- Acknowledgement cards
- Video tributes

- Finalize payment plan
- Review next steps & final arrangements

### Cremation Funeral Arrangements

- Provide life story information
- Discuss disposition & personalization plans
- Review ceremony & tribute options

#### Select personalized tribute merchandise

- Casket or Container
- Memorial Urn
- Urn Vault
- Keepsakes & remembrance jewelry

#### Choose memorialization items

- Stationery
- Memorial books
- Acknowledgement cards
- Video tributes

- Finalize payment plan
- Review next steps & final arrangements

## Biographical Information of Loved One

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

Date of birth: \_\_\_\_\_ Date of death: \_\_\_\_\_

City and State of birth: \_\_\_\_\_ SS# \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name and Maiden Name: \_\_\_\_\_

Biographical info: if married include date and place of marriage and spouse's maiden name:

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Survivors (list family and friends and other relationships you will want to acknowledge or include during the service):

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Attributes or passions of the person who died that you want to be sure to honor:

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Memories to share:

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Obituary (special thoughts to include):

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## Disposition

What will you do with the body?      Burial \_\_\_\_\_ Cremation \_\_\_\_\_

If buried, what is the name of the cemetery?

\_\_\_\_\_

If cremated, where will the cremated remains be placed?

\_\_\_\_\_

## Visitation or Memorial Reception Location

Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Personal touches to be included:

\_\_\_\_\_

\_\_\_\_\_

## Funeral Ceremony

Date: \_\_\_\_\_ Place: \_\_\_\_\_ Time: \_\_\_\_\_

Type of service:

\_\_\_\_\_

Person to lead ceremony:

\_\_\_\_\_

Others who might want to speak or share memories:

\_\_\_\_\_

\_\_\_\_\_

Pallbearers:

\_\_\_\_\_

\_\_\_\_\_

Eulogy: \_\_\_\_\_  
\_\_\_\_\_

Readings: \_\_\_\_\_  
\_\_\_\_\_

Music: \_\_\_\_\_  
\_\_\_\_\_

Symbols: \_\_\_\_\_  
\_\_\_\_\_

Other personal touches to be included:  
\_\_\_\_\_

### Committal Service (if burial is chosen)

Cemetery: \_\_\_\_\_

Other personal touches to be included: \_\_\_\_\_  
\_\_\_\_\_

### Gathering after the ceremony

Place: \_\_\_\_\_

Other personal touches to be included (such as favorite foods, memorial video, dove or butterfly release, memory board or table): \_\_\_\_\_  
\_\_\_\_\_