

## Pre-Planning Your Funeral or Memorial Service

Planning your own funeral or memorial service can provide peace of mind to you and your family. By planning your service in advance, you are able to design and specify the exact type of service you would like, so that your friends and family celebrate you as you wish. And by letting your family know how you would like your funeral or memorial service to be, they will have fewer decisions to make during a difficult emotional time.

**Commented [SH1]:** Look for a different word since you use it at end of sentence also.

### Decisions:

Decide on the funeral home: \_\_\_\_\_

Location of my updated will \_\_\_\_\_

Location of other important financial documents  
\_\_\_\_\_

Other important places or accounts to be aware of:  
\_\_\_\_\_  
\_\_\_\_\_

### Type of service:

- I would like to have a funeral service (a burial)
  - Followed by graveside
- I would like to have a memorial service (cremation)
  - Ashes
    - Columbarium
    - Scattered: \_\_\_\_\_

If a veteran: a variety of U.S. government programs honor and aid service members and their survivors. For more information contact [https://www.cem.va.gov/military\\_funeral\\_honors.asp](https://www.cem.va.gov/military_funeral_honors.asp)

Type of any other funeral events you want to have

- I would like to have a viewing before my funeral
- I would like to have a reception or gathering after my funeral or memorial service

**Identify personal touches you would like at the service**

- I would like my funeral or memorial service to be held at the following location:  
\_\_\_\_\_. If this location is not available, my second choice is \_\_\_\_\_.
- The person I would like to officiate my funeral or memorial service is \_\_\_\_\_.  
If this person is not available, my second choice is \_\_\_\_\_.

I would like the following people to deliver eulogies:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I would like the following people to deliver prayers or scripture readings:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

The scripture passages I would like them to deliver are:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I would like the following songs, hymns, or pieces of music to be played:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I would like the following type of flowers:

1. \_\_\_\_\_
2. \_\_\_\_\_

I would like people to honor my memory by making a donation to one of the charity organizations that has meant a lot to me:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I want to be sure that the following groups, organizations, and clubs will be notified of and invited to my funeral or memorial service (such as veterans' groups, alumni associations, sports or hobby clubs, etc.):

Name of Group/Primary Contact/Contact Info

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I would like the following people to serve as pallbearers:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

I want to be sure that the following people, whom my family may not know, will be notified of and invited to my funeral or memorial service:

Name/Contact Info

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

## Obituary Writing Suggestions:

Compile information for the obituary (funeral homes will help you in the process of writing the obituary.)

Here are a few helpful thoughts:

- Gather personal details about the loved one who has passed.
- Birthdate and date of death, information about spouse and children and grandchildren, plus details about their work.
- If your services are open to the public, list the dates, times and locations.
- Friends and family will also appreciate a mention of a cause or charity to make donations.
- How would you describe your loved one's personality? What did people say most often about him/her?
- What are some of your favorite memories of your loved one?
- What were your loved one's proudest accomplishments?
- What were your loved one's hobbies/favorite things?
- What was the thing you loved most about your loved one?
- Any quirks or other personality traits that made your loved one extra special?
- How would they want to be remembered? And how will they be genuinely remembered by those who loved them?