

BURIAL OF THE DEAD (Part I)

Contact Info & Logistical Details

This form is used to collect contact information, as well as logistical details surrounding the event.

Contact Information

Primary Contact Person (for coordination):

Name: _____

Phone: _____

Email: _____

Funeral Home Information (if applicable):

Funeral Home Name: _____

Contact Person: _____

Phone: _____

Email: _____

Personal Details for the Deceased

Full Legal Name:

Date of Birth:

Date of Death:

Was the deceased a veteran?

☐ Yes

☐ No

Visitation / Viewing

Will there be a visitation/viewing prior to the burial service?

☐ Yes

☐ No

Details Concerning the Service

Location of Burial Service:

☐ Prince of Peace

☐ Funeral Home

Preferred Day and Time for Service:

Pastoral Availability Acknowledgment:

☐ I understand that the officiating pastor must be consulted before confirming a date and time.

Live Streaming Preference:

- ☐ I do not want the service live streamed
 - ☐ Live stream to Prince of Peace website/app
 - ☐ Live stream to website/app, YouTube, and Facebook
-

Estimated Number of Attendees:

Details Concerning the Interment**Interment Timing & Location:**

- ☐ In the Prince of Peace memorial garden immediately following the service
- ☐ At another time

If other, please specify:

Interment Publicity Preference:

- ☐ Public (all may attend)
 - ☐ Private (family only)
-

Details Concerning the Reception**Will there be a reception?**

- ☐ No

- ☐ Yes – at Prince of Peace after the service
- ☐ Yes – at another location

If other location, please specify:

Reception Publicity Preference:

- ☐ Please publicize the reception with the service
- ☐ Please do NOT publicize the reception prior to the service

Important Note

It is the expectation that if the family hosts a reception at Prince of Peace, they are responsible for all details.

Additional Notes

BURIAL OF THE DEAD (Part II)

Service Planning Form

The following form is designed to help you plan the order of service. You will find the liturgy that is used, and when prompted you may make selections for Scriptures, as well as hymns/songs. Fill out as much as you can, and if you have any questions, please connect with your pastor.

Deceased Information

Full Name of the Deceased:

Opening Hymn

The service begins with an opening hymn or other Christian song.

Opening Hymn / Song:

Anthem of Hope & Prayers for the Family

After the opening hymn, the service continues with the Anthem of Hope and prayers.

I am the resurrection and the life, says the Lord.
Whoever believes in me, though he die, yet shall he live,
and everyone who lives and believes in me shall never die.

For I know that my Redeemer lives,
and at the last he will stand upon the earth.
And after my skin has been thus destroyed,
yet in my flesh I shall see God.

For none of us lives to himself, and none of us dies to himself.
Whether we live or die, we are the Lord's.

The Lord gave, and the Lord has taken away;
blessed be the name of the Lord.

Blessed are the dead who die in the Lord;
for they rest from their labors.

Family Members to be Named in Prayer (optional):

The Lessons

Customarily includes: Old Testament, Psalm, New Testament, and Gospel.

Old Testament Reading (choose one)

- ☐ Isaiah 25:6–9
- ☐ Isaiah 61:1–3
- ☐ Lamentations 3:22–26, 31–33
- ☐ Job 19:21–27a
- ☐ Omit Old Testament

- ☐ Pastor will select
- ☐ Discuss alternate reading

Reader Name (as it appears in bulletin):

Psalm (choose one)

- ☐ Psalm 23 (King James Version)
- ☐ Psalm 23 (Coverdale Psalter)
- ☐ Psalm 27
- ☐ Psalm 106:1–5
- ☐ Psalm 116
- ☐ Pastor will select
- ☐ Discuss alternate psalm

Reader Name:

New Testament Reading (choose one)

- ☐ Romans 8:14–19, 34–35, 37–39
- ☐ 1 Corinthians 15:20–26, 35–38, 42–44, 53–58
- ☐ 2 Corinthians 4:16–5:9
- ☐ 1 John 3:1–2
- ☐ Revelation 7:9–17
- ☐ Revelation 21:2–7
- ☐ Pastor will select
- ☐ Discuss alternate reading

Reader Name:

Gospel Hymn

Gospel Hymn / Song:

Gospel Reading (choose one)

- ☐ John 5:24–27
- ☐ John 6:37–40
- ☐ John 10:11–16
- ☐ John 11:21–27
- ☐ John 14:1–6
- ☐ Pastor will select
- ☐ Discuss alternate reading

The Homily

Given by the Officiant

The Apostles' Creed & The Lord's Prayer

I believe in God, the Father almighty,
creator of heaven and earth...

(Full Creed and Lord's Prayer as provided in liturgy)

Prayers of the People

Led by a Deacon or appointed person

(Response: “Hear our prayer.”)

[Full prayers as provided in liturgy]

The Commendation

Give rest, O Christ, to your servant with your saints,
where sorrow and pain are no more...

[Full commendation text as provided]

Closing Hymn

Closing Hymn / Song:

The Committal

Used at the cemetery or memorial garden

In sure and certain hope of the resurrection to eternal life...

[Full committal liturgy as provided]

Additional Notes

Final Blessing

The God of peace, who brought again from the dead our Lord Jesus Christ...

and the blessing of God Almighty, the Father, the Son, and the Holy Spirit,

be among you and remain with you always. Amen.

PERSONAL HISTORY

QUESTIONNAIRE (Part III)

This questionnaire is a helpful exercise for families to complete together. It provides an opportunity to reflect on shared memories of your loved one. This shared experience can strengthen familial bonds and support healthy grieving. It also assists the officiating pastor in personalizing the homily for the Celebration of Life service.

Please fill this out based on what you know and feel comfortable sharing. Do not worry about minor details. Feel free to skip any questions. This should not be a burdensome exercise.

Name

Full Legal Name:

Preferred Name / What they were called:

Upbringing and Education

Where were they born?

Where did they grow up?

Parents and Siblings:

What were they like as a child? (Stories, memories, personality):

Education (Schools attended, degrees, etc.):

Professional Life

Career / Occupation:

Stories or memorable moments from their work life:

Family Life

Marriage (if applicable – when, how they met):

Children (names and number):

What were they like as a spouse/parent? (Memories, characteristics):

Personal Life

Hobbies / Interests:

Stories or memorable moments:

Social groups / organizations / community involvement:

Endearing quirks, habits, or common sayings:

Spiritual Life

Were they a Christian? How did they come to faith in Jesus?

Devotional life / involvement in church:

Favorite Bible passage or story:

Favorite Christian hymn or song:

Anything Else

Is there anything else you would like to share?

Additional Notes (Optional)
