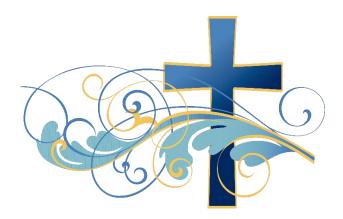


# **Funeral Planning Guide**



## Introduction

Our sincere condolences as you experience the loss of your loved one. Although these days may be very difficult, they can also be a source of healing for you and your family.

Please take this time to read through this booklet and make the selections that will assist us in preparing the funeral rites for your loved one.

### **How A Funeral Works**

There are three "stations" to the funeral rites: **the wake, the liturgy, and the commendation at the cemetery.** The funeral rites can be a source of comfort and healing for those left behind. Participating in the planning process of a loved one's funeral can make it a more personal and meaningful experience for those attending, as well as a loving tribute to the deceased. The following instructions are meant to assist you in preparing for the funeral planning meeting with a member of our Bereavement Team.

In addition, Fr. Ken is available to assist you in whatever way he can at this difficult time for your family and friends.

# **Rite of Christian Burial**

## The Wake

This is a time to receive family and friends who want to pay their respects.

## The Funeral Liturgy

Below are some selections that will need to be made to prepare for the Liturgy. You may note your selections for readings, as well as provide other information which will aid in funeral planning on pages 7 & 8 of this packet.

Please see the "Plan a Funeral" section on the North Endicott Catholic website for Old Testament, New Testament, Gospel readings and music selections that are appropriate for us for a Funeral Mass.

Please select the Old, New, Testament and Gospel readings you would like to be used at the Mass.

**Reading I:** The first reading is from the Old Testament. Non-biblical texts may not replace scriptural readings at Mass. Please choose a family member or friend to proclaim the reading.

**Responsorial Psalm:** The Responsorial Psalm is sung by a cantor.

**Reading II:** The second reading comes from the New Testament. Nonbiblical texts may not replace scriptural readings at Mass. Please choose a family member or friend to proclaim the reading.

Gospel: The Priest or Deacon will proclaim the Gospel.

**Homily Preparation:** To assist Fr. Ken as he prepares the homily for the funeral liturgy, please think of the highlights/key events of the deceased's life. What were some of the passions of his/her life and why? What were some of his/her Christian virtues? What would be important for Father to know about your loved one as he prepares the homily? Please complete the Funeral Information Form on pages 9 & 10.

**Presentation of the Gifts:** The family may choose three people to present the offertory gifts to the altar. The family may also choose not to have an offertory procession.

*Words of welcome and remembrance:* The Catholic liturgy does NOT include eulogies. Eulogies may be offered at the funeral home, the cemetery or at the reception after the funeral. However, if the family desires, they may have one person come forward at the beginning of the liturgy to offer some remarks of remembrance, lasting no longer than 3 - 4 minutes. The remarks at the liturgy should be focused on the deceased's Christian virtues and not simply memories.

### **Special Music Request**

Music appropriate for funeral Masses can be found under "Planning for a Funeral" on the North Endicott Catholic website. You may hear a song by clicking on its title. Please also select a Responsorial Song to be sung between the Old and New Testament readings at the Mass.

If there are particular hymns that the deceased would have preferred, or that the family would like to suggest, please let us know as soon as possible. If suitable these will be integrated into the liturgy as best possible. It is not possible to include "secular" or "pop" music. The Music Director will organize the music.

#### **Other Important Information**

Offering for Funeral: \$375.00

#### **Programs**

The Church provides a program which indicates the readings and the hymn numbers of the song selections for the liturgy. The back page of the program may be used by the family to communicate a special message, poem or thank you for those in attendance.

#### **Visitation in Church**

The family can receive visitation to the church an hour or two before the funeral Mass. Please discuss this when meeting with the Funeral Home.

Please feel free to contact the appropriate Parish Office with any other questions.

St. Ambrose – (607) 754-2330 St. Anthony's – (607) 754-4333 St. Joseph's - (607 748-0442

#### FUNERAL LITURGY PLANNING

Funeral Mass For:	
Date of Birth:	
Funeral Date:	Funeral Time:
Funeral Home:	
Casket: Cremains:	Neither:
Calling Hours Date: Time:	Location:
If desired, who will give any Words of We	Icome and Remembrance:
Names of those who will place the Pall or (2 to 8 people can help with pall place	ment)
1	5
2	6
3	7
4	8
Gathering Song: (In Music Section of Website)	
Old Testament/First Reading Selection:	
To be Proclaimed by:	
Responsorial Psalm Selection:_# (In Music Section of Website)	Title
	on:
Gospel:	Proclaimed by Priest or Deacon

Universal Prayer: \_\_\_\_\_

If no one selected, it will be read by the Deacon or Priest

Names of those who will Present of the Gifts:	
1	
2	
3	
Preparation Hymn:	
Communion Hymn:	
Communion Meditation Song:	
Who will sign the Book of Life:	
Final Commendation (Song of Farewell): <u>Sele</u>	cted by the Music Ministry
People to be Pall Bearers:	
1	2
3	
5	
To be completed be the Parish Office and the B	
Photo: Yes No Luncheon: Yes No Music Ministers:	# of People:
# of Easels for pictures Table f	or flowers or picture Yes No
Burial: Yes No Location:	
Number of programs required.	

# **FUNERAL INFORMATION FOR THE PRIEST**

Deceased person's name:

- 1. If you could describe your loved one in 5 words, what would they be?
  - 1. \_\_\_\_\_ 2. \_\_\_\_\_
  - 3. \_\_\_\_\_
  - 4. \_\_\_\_\_ 5. \_\_\_\_\_
- 2.Tell me something funny/happy/inspirational/etc. Story about your loved one.

3. Describe a favorite memory you have with your loved one.

4. What were your loved one's three best qualities?

- 1. \_\_\_\_\_
- 3. \_\_\_\_\_

5. Where did your loved one spend most of their time outside of home and work?

6. Of what was your loved one a firm believer? (Words of wisdom or a cause they were passionate about.)

7. What made your loved one so special to you and your family?

8. How did faith play a part in your loved one's life?

Please bring both the Funeral Information and the Funeral Liturgy Planning sheet to your meeting with the Bereavement Team.