

FUNERAL ARRANGEMENT WORKSHEET

Name: _____
Address: _____
PO Box: _____
City: _____ Zip: _____
Telephone: _____
Email: _____
Date of Birth: _____ Place of Birth: _____
Your parents: _____
If married spouses maiden name: _____
Date and place of marriage: _____
Names of children: _____

Family Contacts:

Name: _____
Address: _____
PO Box: _____
City: _____ Zip: _____
Telephone: _____
Email: _____

Name: _____
Address: _____
PO Box: _____
City: _____ Zip: _____
Telephone: _____
Email: _____

Name of Funeral Home: _____
Address: _____
Telephone: _____
Type of Burial: Casket or Cremation (circle one)
Place of Funeral Service: _____
Place of Burial: _____
Have you made arrangements with a cemetery? (where?)

Scripture readings:

Hymn choices:

Special Readings (if any):

Special Music requests (if any):

Where do you want your memorial gifts to be given?

Do you want to have a meal served? Yes _____ No _____

How many family and friends would you have your family plan for?

Discuss with your spouse and children the following:

- Get a Last Will & Testament (especially if you have minor children).
- Get a Health Care Directive (end of life decisions)
- How would you like your estate distributed?
- Chose an Executor.
- To protect you and your children name a Guardian.
- Make an inventory of your estate (stocks, bonds, mutual funds and similar investments).
- List money invested in mortgages, personal loans, limited partnerships, etc.
- List real property (real estate, farmland and buildings, etc.
- List insurance policies and their location.
- List qualified plans (retirement, IRA's, Keogh plans, etc.)
- List what you owe (debt or mortgages (to whom?))
- List where important personal papers are kept. (Social Security number, Safety deposit box, etc.)
- Tell family member(s) where your documents are located.

Notes:
