

St. Stephen's Episcopal Church ♦ Funeral Service Planner

Full name of deceased _____
(Please write the name as it will appear on the program; this may include titles such as military rank or suffixes such as "Jr." or "III.")

Date of birth _____ Date of death _____ Age _____ Male _____ Female _____

Name of funeral home _____ Contact _____ Telephone _____

PRIMARY FAMILY CONTACT INFORMATION

Name _____ Relationship to deceased _____

Address _____ City _____

State _____ Zip _____ Telephone _____ Email _____

Date of Service _____ Time of Service _____ Date & time of Committal *(if different)* _____

Location of Service _____ Location of Committal _____

Clergy _____ *(Choose one)* Funeral with casket _____ Funeral with ashes _____ Memorial _____

Rite I _____ Rite II _____ Holy Eucharist: Yes _____ No _____ Program Needed: Yes _____ No _____ If yes, how many _____

Reception at St. Stephen's: Yes _____ No _____ If yes, estimated beginning and ending times _____

OLD TESTAMENT

NEW TESTAMENT

GOSPEL

Read by _____	Read by _____	Read by _____
___ Isaiah 25:6-9	___ Romans 8:14-19, 34-35, 37-39	___ John 5:24-27
___ Isaiah 61:1-3	___ I Corinthians 15:20-26, 35-38, 42-44, 53-58	___ John 6:37-40
___ Lamentations 3:22-26, 31-33	___ II Corinthians 4:16 – 5:9	___ John 10:11-16
___ Wisdom 3:1-5, 9	___ I John 3:1-2	___ John 11:21-27
___ Job 19:21-27a	___ Revelation 7:9-17	___ John 14:1-6
___ Other: _____	___ Revelation 21:2-7	___ Other: _____
	___ Other: _____	

First Psalm _____ Second Psalm _____

Led/Read by _____ Led/Read by _____

Said Responsively: Yes _____ No _____ BCP _____ KJV _____ Said Responsively: Yes _____ No _____ BCP _____ KJV _____

(Psalm suggestions include 23, 27, 42, 90, 106, 116, 121, 130, and 139)

Special Reading(s) and Readers(s) _____

_____ Homily _____

Remembrances _____

Notes _____



MUSIC

Organist _____ Telephone (if not John Whiteside) _____

Prelude _____ Composer _____

Hymn _____ # _____ Placement _____

Hymn _____ # _____ Placement _____

Hymn _____ # _____ Placement _____

Hymn _____ # _____ Placement _____

Solo _____ Placement _____

Soloist _____ Organ Accompaniment: Yes _____ No _____

Solo _____ Placement _____

Soloist _____ Organ Accompaniment: Yes _____ No _____

Other music _____

Postlude _____ Composer _____

INFORMATION ABOUT MEMORIAL GIFTS

SETUP INSTRUCTIONS

FOR OFFICE USE ONLY

NOTIFIED: Organist _____ Carillonneur _____ Sexton _____ Admin _____

Altar Guild _____ Calendar _____ Other _____

FILING: Added to burial records _____ Recorded for necrology _____

IF INTERRED IN MEMORIAL GARDEN: Plaque ordered _____ Plot chosen _____