

PLANNING SHEET - FUNERAL LITURGY WITHIN THE MASS

Name for Program _____

Date of Birth _____ **Date of Death** _____ **Age at Death** _____

Picture for program _____

Family Contacts/Info _____

Funeral Home/Contact _____

Vigil/Rosary/Date/Time/Place _____

Funeral Date/Time _____ **Church?** _____ **Chapel?** _____

Casket-Open?/Cremation _____

Placing of the Pall By Family? ___ Mortuary Staff? ___ Back or Front of Church? Process in? ___

Celebrant _____

Concelebrants (family invites) _____

Organist _____

Cantor _____

Instrumentalist(s) _____

MUSIC

Prelude (if requested) _____

Entrance Hymn _____

Responsorial Psalm (sung) _____

Offertory Hymn _____

Communion Hymn _____

Post-Communion Hymn Solo by Cantor _____

Closing Rites Song of Farewell (chosen by Organist and Cantor) _____

Recessional Hymn _____

Postlude (if requested) _____

READINGS

Old Testament Reading _____

New Testament Reading _____

Intercessions/Prayers of the Faithful _____

Gospel (chosen by Celebrant) _____

PARTICIPANTS

Lector(s) (should be Catholic) _____

Intercessions _____

Gift Bearers (1+) _____

Pall Bearers _____

Honorary Pall Bearers _____

Guest Speakers/Eulogy @Rosary? ___ End of Mass? ___ _____

OTHER

Servers (3) _____

Interment (Cemetery) _____

Memorial(s) & Addresses _____

of Programs to be printed _____

Funeral Dinner/Reception Yes _____ No _____ How many? _____ Before or After Burial? _____

Suggested donation is \$5 per person. (If only dessert/cookies \$3 per person)

Do you want to use sound system _____ and/or projection system in parish hall _____

Live Stream Mass? _____

Special Instructions/Notes e.g., Memorabilia table needed etc. _____

Stipends/Honorariums:

For Celebrant(s), it is Discretionary, usually \$250.

Organist and Cantor and any Instrumentalist are each \$175. If there is a guest cantor or instrumentalist that requires rehearsal, there is an additional \$75 per hour of rehearsal for the Organist.

Altar Servers, \$10 per server, in cash, in separate envelope. (Main Church: 3 servers; Chapel: 1 server)