

**TRINITY EPISCOPAL CHURCH
SHEPHERDSTOWN, WV**

FUNERAL INSTRUCTIONS

Please print this form and bring it to the Church Office upon completion. Please check this sheet and fill in as many blanks as you can or wish. Feel free to be as specific or as general as you like and to add any special wishes. Return the form to Trinity Episcopal Church, Shepherdstown. A copy will be made for the church files. The original will be returned to you. It is a good idea to periodically review the instructions, making any changes you deem necessary. Please advise the church of any changes you make, so that the file can remain current. Insofar as possible, your instructions will be followed.

NAME: _____ TELEPHONE: _____

ADDRESS: _____

BIRTHDATE: _____ SOCIAL SECURITY NUMBER _____

EMAIL ADDRESS: _____

Person(s) responsible for the execution of these instructions: _____

The executor of my will is (please include name, address, telephone, email address):

My will is located: _____

Funeral Home: _____

Arrangements with the Funeral Home are: made not made

"The death of a member of the Church should be reported as soon as possible to, and arrangements for the funeral should be made in consultation with, the Minister of the Congregation." (The Book of Common Prayer, page 490.)

"Baptized Christians are properly buried from the Church. The service should be held at a time when the congregation has the opportunity to be present." (The Book of Common Prayer, page 490.)

"The liturgy for the dead is an Easter liturgy. It finds all its meaning in the resurrection. Because Jesus was raised from the dead, we, too, shall be raised. The liturgy, therefore, is characterized by joy, in the certainty that 'neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord.' This joy, however, does not make human grief unchristian. The very love we have for each other in Christ brings deep sorrow when we are parted by death. Jesus himself wept at the grave of his friend. So, while we rejoice that one we love has entered into the nearer presence of our Lord, we sorrow in sympathy with those who mourn." (The Book of Common Prayer, page 507.)

Circumstances permitting, I wish my Funeral to take place at: _____ Church.

The service shall be "The Burial of the Dead" from the Book of Common Prayer: Rite I **OR** Rite II

I request the Burial Office only be read. **OR** I request the Burial Office and Eucharist be done.

Suggested Pall Bearers: _____

If possible, I would like to have the following Psalms and Lessons (for suggestions, see the Book of Common Prayer, pages 494-ff): _____

I would especially like the following Hymns: _____

"The coffin is to be closed before the service, and it remains closed thereafter. It is appropriate that it be covered with a pall or other suitable covering." Policy regarding acceptance of flowers within the Church buildings may vary. Instead of sending flowers, many prefer to make a more lasting memorial. Most parishes have both a general memorial fund and a building fund, as do most charities.

I would like to have contributions in lieu of flowers made to: _____

I prefer to be: Buried **OR** Cremated: Before After the Funeral

Disposition of Ashes: _____

Location of cemetery lot deed, Cemetery and lot #, crypt deed, columbarium contract:

I have made arrangements to have certain parts or all of my body donated to: _____

Coffin Specifications: Least Expensive Mid Range Elaborate

I do do not wish to have my coffin open at the funeral home.

Newspapers in which my obituary should be published: _____

Things I would like to have included in my obituary: _____

Other information for my survivors: _____

Put this form in an accessible location. Please notify your family of the existence of this form and its location. Attach a sheet with additional information if you wish.