

Funeral Service Planning Package

This is a planning document designed for parish members to have a single place where their funeral preferences may be recorded and saved. It is best used alongside our Funeral Customary, which is included in this package. Good Shepherd will file a copy to assist with funeral service and committal planning with loved ones at a later date. We encourage parish members at any life stage to consider completing this package with their loved ones. Additional copies can be provided at no cost for personal filing and to share.

This is not a legal document and does not replace any wills, personal directives, or other legal forms. It does not act as a contract or guarantee of services at Good Shepherd Anglican Church, or any other facility listed within.

Personal Information

Full Name:	
Date of Birth:	
Address:	
Phone Number:	
Email:	

Alternate Contact Information

Speak with your loved ones about who will best be able to coordinate your funeral service and committal when the time comes.

Name:	
Phone Number:	
Email:	

Filing and Revision Information

Completed Date:	
Copies Provided To:	
Revision Date:	
Copies Provided To:	

Funeral Home and Cemetery Information

Funeral Home Name:	
Address:	
Phone Number:	
Burial/Internment Name:	
Address:	
Phone Number:	

Financial Information

*Please see the Funeral Customary for full information about Fees, Honoraria, and Gifts.
(As of March 2024)*

Funeral Fees: Cheques to be made out to Good Shepherd Anglican Church

Clergy Honorarium (optional):	Range from \$250.00 - \$750.00
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Thank Offering (optional):	Range from \$100.00 - \$200.00
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Cleaning:	\$50.00
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Musician:	\$150.00 (Cheque/payment made directly to the musician)
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Additional Fees:

ACW Reception:	\$5.00 per person (Cheque/payment made directly to the ACW)
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Memorials and Gifts:

If you would like to make a memorial or legacy donation to Good Shepherd Anglican Church, you can make note of that here. The options included below are only suggestions based on current events and programs that we run.

Memorials to:	
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If you would like the Service Leaflet to include information about a charity or organization that guests of your funeral can make donations to in lieu of bringing your loved ones flowers, please provide details below.

Donation information for Service Leaflet:	
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Internment Preferences

Traditional Burial:	☐ Yes ☐ No
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Green Burial:	☐ Yes ☐ No
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Cremation with Buried Ashes:	☐ Yes ☐ No
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Cremation with Ashes in an Urn:	☐ Yes ☐ No
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Cremation with Scattered Ashes:	☐ Yes ☐ No
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Reception Preferences

**Good Shepherd Anglican Church cannot guarantee the availability of the ACW to host a reception.*

ACW Hosted Reception:	☐ Yes, please request ACW availability. ☐ No
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Alternate Reception:	☐ Yes ☐ No
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If you or your loved ones have arranged an alternate reception venue and would like that information included in the Service Leaflet, please provide the details below.

Reception Venue Name:	
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Address:	
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Time:	
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Funeral Service Preferences

**Please note that Good Shepherd cannot guarantee the availability of any alternate location. You or your loved ones will need to speak directly with alternate venues to arrange bookings.*

Location:	☐ Good Shepherd Anglican Church ☐ At the funeral home ☐ Committal/Graveside Only ☐ Alternate Church:
Flowers:	☐ Yes ☐ No
Table for Photos:	☐ Yes ☐ No
Rows for family:	
Lectors/Readers:	<i>*Speak with your loved ones about leading the old and new testaments, leading prayer, or sharing a eulogy.</i>
Musician(s):	☐ Good Shepherd Music Director ☐ No accompanist
Slideshow:	☐ Yes ☐ No
Timing of slideshow:	☐ Before the service ☐ After the service
Live Stream/Zoom Hosting:	☐ Yes, please request volunteer availability. ☐ No
Additional Notes:	

Service Details

Service Book:	☐ The Book of Common Prayer ☐ The Book of Alternative Services					
Holy Eucharist:	☐ Yes ☐ No					
Old Testament:	☐ Job 19:1, 21-27 ☐ Lamentations 3:17-26, 31-33 ☐ Isaiah 25:6-9 ☐ Daniel 12:1-3 ☐ Isaiah 61:1-3 ☐ Wisdom 3:1-6(7-9)					
Psalm(s):	☐ 23 ☐ 42 ☐ 90 ☐ 25 ☐ 51 ☐ 121	☐ 122 ☐ 130 ☐ 139 ☐ 126 ☐ 134				
New Testament:	☐ Romans 6:3-9 ☐ Philippians 3:20-21 ☐ Romans 8:14-19(34-35, 37-39) ☐ 1 Thessalonians 4:13-18 ☐ Romans 14:7-9 ☐ 2 Timothy 2:8-12a ☐ 1 Corinthians 15:20-28(35-44a) ☐ 1 Peter 1:3-9 ☐ 1 Corinthians 15:51-57 ☐ 1 John 3:1-2 ☐ 2 Corinthians 4:7-18 ☐ 1 John 4:7-18a ☐ 2 Corinthians 5:1-9 ☐ Revelation 21:1-7					
Gospel:	☐ Matthew 5:1-12a ☐ John 6:37-40 ☐ Matthew 11:25-30 ☐ John 10:11-16 ☐ Mark 15:33-39; 16:1-7 ☐ John 11:17-27 ☐ Luke 24: 13-16(17-27)28-35 ☐ John 14:1-6 ☐ John 5:24-27 ☐ John 20:1-9					

Administrative Funeral Planning: <i>(to be completed by staff)</i>	
Date of Death:	
Funeral Date:	
Funeral Time:	
Officiant:	
Preacher:	
Assisting clergy:	
Acolytes:	
Communion assistants:	
Lectors:	
Ushers:	
Expected attendance:	
Service Leaflet:	
Reception:	
Administrative Committal Planning: <i>(to be completed by staff)</i>	
Burial/Internment Date:	
Burial/Internment Time:	
Coffin/Ashes/Neither:	
Additional Administrative Notes: <i>(to be completed by staff)</i>	