

ST. MARK'S EPISCOPAL CHURCH  
New Canaan, CT 06840

*A Funeral Planning Check-List*

Decisions to make ahead of time or by surviving family members

1. Casket burial or cremation
2. Place of last remains
  - St. Mark's Columbarium → cremations only; parishioners only
  - West Road Cemetery → cremations only; parishioners only
  - Other cemetery
  - Spread over the proverbial sea...
  - On the proverbial mantle piece...waiting for a decision...

At the time of death

1. Call the Church
2. Call a funeral home

First & Second Decisions

1. Day and Time of Service

This is the first decision to be made. It needs to be made in conjunction with the church first and then the funeral home. People need to make plans and they will ask you about this immediately.

2. Determine Order of Events:
  - Service
  - Internment
  - Reception

When you meet with a priest...

You begin a conversation about these elements of the Liturgy:

1. Rite I or Rite II
  - Rite I – more formal language
  - Rite II – more contemporary language, different prayers of the people
2. Holy Eucharist → yes or no

3. Coffin/Urn present → yes or no
  - When casket/urn present at liturgy → called “Funeral”
  - When no casket/urn present at liturgy → called “Memorial Service”
4. Readings / Readers
  - Readings – often from those suggested by the BCP (in Burial Offices)
  - Readers for each reading (except Gospel when there is a Eucharist)
5. Remembrances/eulogies
  - One or two
  - Best if short
6. Homily
  - Purpose: place life and death in the context of the God and the Resurrection
7. Music
  - Hymnody → greatest hits recommended
  - Possibility of musical meditation like a soloist
8. Ushers / pall bearers
9. Bulletins
  - Produced by the Church
10. Guest Books – Provided by Altar Guild
11. Flowers
  - Be in touch with the Flower Guild, if service is on a Saturday
12. Church Fees
  - Depending on services rendered
13. Memorial Gifts

#### Reception

- Location?
- Caterer?

#### Funeral Home Issues

- Obituary
- Casket or urn
- Organ donation
- Visiting hours?