

EPIPHANY†

— *Seattle* —

Burial Service Planning Form

Diane Carlisle
Liturgical Coordinator | Epiphany Parish of Seattle
206-324-2573 or 206-617-4994
verger@epiphanyseattle.org

Epiphany Memorial/Funeral Information

Full name _____

Gender _____ Age _____

Baptized? Yes _____ No _____

Confirmed? Yes _____ No _____

Communicant? Yes _____ No _____

Last residence _____

Date of birth _____

Date of death _____

Cause of death _____

Date of service _____

Time of Service _____

Contact Person(s) _____

Phone number(s) _____

Email _____

Address to send correspondence _____

1. Will the body be cremated?
buried?

Final resting place? _____

2. If interred do you wish clergy support? yes no

3. If interment, will it be before or after the memorial service?
Final resting place _____

4. Do you prefer a memorial service
or a funeral with the casket or cremains present?

5. Do you wish Requiem (Holy Communion)? yes no

6. Do you prefer Rite I? or Rite II?

7. Which scripture readings do you wish to have read? (see *Book of Common Prayer*, pages 470-495) You may choose between 2 and 4 readings including Psalms)

First Lesson _____

Name of First Reader _____

Psalm (can be read in unison) _____

Name of Psalm Reader (if desired) _____

Second Lesson _____

Name of Reader _____

Gospel _____

(Gospel usually read by the priest, and must be included if there is communion)

8. Which hymns (if any) do you wish? (suggestions in back of this brochure)

Opening hymn _____

Offertory hymn _____

Recessional hymn _____

prelude _____

postlude _____

Special music and /or anthems, solos: _____

9. Who do you wish to give the Reflections/Eulogies?

10. Who do you wish to be ushers?

11. Who would you like to be pall bearers or honorary pall bearers (if any)?

12. Would you prefer the chapel or church or courtyard ?

13. Would you like incense? yes no

14. How many people do you anticipate will attend the service? _____

15. How many seats would you like reserved for the family? _____

16. Will there be a reception in the Great Hall or Fireside Room? yes no

If yes, which room? _____

If yes, who is the caterer? _____

Contact info _____

17. Will there be a reception elsewhere? yes no

If yes, where? _____

18. Will there be flowers, and if so, who is doing them?

Contact info _____

Please note that flowers for the altar are left for services the following Sunday (except during Lent and Advent) and then taken to people who are not able, due to age or illness to come to church.

19. Will you have a guest book for people to sign? yes no

Funeral Fees:

Organist \$350.00

Verger \$350.00

includes crafting the liturgy, help the day of the service, and coordination of participants for the service

Administrative Fee \$200.00

Set Up/ Take Down for Outdoor Service

(\$100.00)

Total Base Fee \$900.00 (\$1,000 for Outdoor Service)

Optional:

soloist \$150.00

Additional Services available (additional costs apply), please inquire if desired.

rental of other spaces for a reception (\$85 to \$125 per hour)

flowers (suggested donation \$300)

additional organist (\$400)

additional singers (\$175 per singer)

hospitality for reception (\$100)

interment in the Columbarium (\$3,000 for a single, \$5,000 for a double)

Suggested Hymns

- 400 All creatures of our God and King
- 287 For all the saints who from their labors rest
- 376 Joyful, joyful we adore thee
- 671 Amazing Grace
- 487 Come my Way, my truth, my life
- 625 Ye Holy angels bright
- 663 The Lord my god my shepherd is
- 663 All my hope on God is founded
- 680 O God our help in ages past
- 209 We walk by faith and not by sight
- 410 Praise my soul, the King of heaven

Suggested Florist:

Martha E. Harris Flowers

4218 E Madison St

Seattle, WA 98112 (206) 568-0347

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Checklist:

- Readings chosen
- Readers chosen
- Rite I or II chosen
- Communion or not chosen
- Music chosen
- Ushers chosen
- Flowers taken care of
- Reception planned?
- Caterer hired (if desired)
- Picture to the church for the bulletin
- Obituary to church (if desired)

- Other poems or insertions to church (if desired)