

**Prince of Peace Catholic Church
Planner for Catholic Funerals**

Name of the Deceased: _____ Funeral / Memorial Date/Time: _____

Vigil Place / Date / Time: _____

Decedents Advocate: Contact Person: _____ Relationship: _____

Contact Phone(s): Home _____ Cell _____

Funeral Home _____ Director: _____ Phone _____

FUNERAL LITURGY

Opening Hymn: _____ Book & Page # _____

First Reading: _____ (Old Testament) Reading # C - _____ Page # _____

Reader: _____ (Relationship) _____

Responsorial Psalm: _____ Book & Page # _____

Cantor / Reader : _____ (Relationship) _____

Second Reading: _____ (New Testament) Reading # E - _____ Page # _____

Reader: _____ (Relationship) _____

Gospel Acclamation: _____ Book & Page # _____

Gospel Reading: _____ Reading # G - _____ Page # _____

General Intercessions: Read by _____ (Relationship) _____

Presentation of the Gifts

Gift-bearers no ____ / yes ____ Name (s) and Relationship : _____

Offertory Hymn: _____ Book & Page # _____

Communion Hymn: _____ Book & Page # _____

Communion Meditation (Optional): _____ Sung By /Relationship _____

Tributes (see guidelines) Names / Relationship: _____

Concluding Rite & Song of Farewell: _____ Book & Page # _____

Closing Hymn: _____ Book & Page # _____

This informational booklet is under
construction.

Any questions please call the parish office at
231 744-3321

FOR GOD SO LOVED THE WORLD,
THAT HE GAVE HIS ONLY BEGOTTEN SON,
THAT WHOEVER BELIEVES IN HIM
SHALL NOT PERISH,
BUT HAVE ETERNAL LIFE.

JOHN 3:16



Compliments of Prince of Peace Catholic Church

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How to Use this Booklet

This booklet is an aid to help those who must face the often unfamiliar task of preparing a Catholic funeral. It is designed to manage the many practical details that go into planning a Catholic funeral and to help gather the information that will be of help for the survivors, the mortuary, the cemetery and the parish.

This booklet may be used either by those who have just experienced the death of a loved one or by those who wish to decide in advance about the many details of their own funeral. These advance decisions allow that, when death does occur, the survivors will have a record of the deceased's wishes and will be able to plan the funeral liturgy in a way that respects these wishes.

This booklet has been created to ensure that the practical details connected with planning a funeral are attended to in a way that helps all involved make the funeral a suitable "celebration" of the special meaning of the deceased person's life.

Using the Instruction Forms

In your folder, there are forms that may be completed, copied and given to one's relatives, personal representative or attorney, the mortuary and the parish office to keep on file. The information and instructions on these forms will be helpful for making the funeral plans. It is important to contact the parish where the funeral will be celebrated, the funeral home, and the cemetery to finalize these plans before the funeral is to take place.



When a member of the Catholic faith dies, their family will plan a Catholic funeral Mass. Catholic faith holds that the body is a temple of the Lord and is to be treated with the utmost respect during the days before burial in consecrated (blessed) ground. The deceased will be remembered and prayed for during the Vigil, at the Mass and again at the interment.

CATHOLIC RITUAL AT THE TIME OF DEATH

The Order of Christian Funerals (OCF) consists of three parts or stations.

The Vigil / Wake (Optional Rosary) for the deceased

In the Catholic faith, the Vigil is a prayer service held to pray for the soul of the deceased as well as their family members.

The Funeral Liturgy

At the funeral Mass, the Eucharist, which reminds us of how Jesus offered His life and body for us, is a necessary element. At the Last Supper, Jesus transformed bread and wine into His body and blood, foretelling the sacrifice he was shortly to make. Before Jesus died, He asked His disciples to "take and eat my body . . . take and drink my blood." This has become a remembrance that Catholics have celebrated through the centuries, ever since the formation of the first Catholic Church.

3. The Rite of Committal/Cemetery Service

When the body of the deceased is placed into the ground, her family and friends do so in the expectation that God will raise her and all the other dead to new life with Jesus. Catholics believe the earthly body is the "temple of the Lord." Thus, as a whole, Catholic believers hold a great respect for the body.

1. THE BASICS

Your funeral director will need some basic information to complete required paperwork.

Name: _____

Date: _____

Date of Birth: _____

Place of Birth: _____

Social Security Number: _____

Occupation: _____

Type of Business/Industry: _____

Military Service: Yes No

Highest Level of Education Completed: _____

Father's Name (first, middle, last): _____

Mother's Name (first, middle, last): _____

Place of Worship: _____

Clergy Name: _____

Clergy Phone Number: _____

Upon my death, I wish to donate my organs as indicated:

No donation

Any needed organs or tissue

Only the organs or tissues listed here _____

Notes _____

should be a maximum of THREE minutes.

A member of our parish staff will assist the family in planning the Funeral Liturgy. Usually they will meet with you at your home or other convenient place and will assist you to:

- Review the funeral protocol and customs
- Collaborate with your family and friends
- Select the Scripture readings & hymns
- Delegate family members to participate in the Liturgy to:
 - * Proclaim the Word*
 - * Read the Prayers of the Faithful*
 - * Provide information about your loved one to aid in preparing a homily
 - * Provide information for the funeral luncheon
 - * Complete the Funeral Liturgy Planning Form
 - * ** A family member or friend may read for you.*

OPTIONAL PARISH SERVICES

FUNERAL PROGRAM

A Funeral Program is a "worship aid" used to follow the Order of the Mass. This document is provided as part of our services. This program includes personalized information, such as the name of the deceased, hymns and readings chosen by the family, and perhaps a family message.

FUNERAL LUNCHEON

Following the Funeral Mass and Rite of Committal, it is important to gather in a social setting to share a meal with family and friends. Prince of Peace is blessed with a long tradition of hospitality. A simple and delicious luncheon can be arranged at our church facility by the Prince of Peace Council of Catholic Women for \$1.00 per plate.

FOLLOW-UP SUPPORT

A member of our parish community will follow-up with you to offer encouragement and support.

MASS REMEMBRANCE

It is customary in our Catholic tradition to remember the deceased by offering a Mass intention in their sacred memory. Mass intentions can be obtained at the Parish Office.

MEMORIAL DONATIONS

Often times a loved one has a favorite charity that can be supported in their memory. We have a great need right here at home in our faith community. You may wish to make a donation in memory of your loved one to the parish for education, capital improvement or community outreach or other worthy ministry.

Notes:

CATHOLIC RITUAL AT THE TIME OF DEATH

1. The Vigil or 'Wake Service' for the deceased is the principal rite celebrated by the Christian community in the time following death and before the funeral liturgy, or if there is no funeral liturgy, before the rite of committal. The vigil or "wake" is a service that includes prayers, bible readings, responses and a word of consolation. The priest or his representative leads the prayers at the vigil. This vigil or wake service usually takes place in the funeral home during visitation hours. *(Rosary: The rosary is in addition to the vigil or wake service, usually held during the hours set for visitation at the funeral parlor. The rosary is the traditional prayer service recited by Catholics when they gather and includes specific prayers for the deceased.)*

2. The Funeral Liturgy is the central liturgical celebration of the Christian community for the deceased. Whenever possible this rite includes the celebration of the Mass. However, the Funeral Service of the Word only may take place in the funeral home when no Mass is to be celebrated. The Funeral Liturgy is not permitted on holy days of obligation, Sundays or during the Easter Triduum (Holy Thursday, Good Friday and Holy Saturday).

The Funeral Liturgy is a beautiful expression of our Christian faith carried out with the use of symbols, gestures, and actions. We encourage you and your family to fully and actively take part in the Funeral Liturgy, i.e. reading the scripture selections, music, tributes or presentation of the gifts. The Church encourages friends and family of the deceased to actively participate in the funeral Mass because this participation increases the power of the prayers being given for the person who has died. The family selects the Readings (with the assistance of the priest or other parish representative) and Hymns to be used at the liturgy. It takes many, working together to glorify God to make the liturgy a faith filled experience. The liturgy gives honor to the one who has died and offers comfort and hope to all present.

3. The Rite of Committal / Cemetery Service is the final act of the community of faith in caring for the body of its deceased member. This part is celebrated after the Funeral Liturgy. Family and friends journey from the

church to the final place of committal. A prayer service is offered at the graveside.

The rite of committal is an expression of the communion that exists between the church on earth and the church in heaven. The deceased passes with the farewell prayers of the community of believers into the welcoming company of those who need faith no longer but see God face to face.

4. Cremation

The Catholic Church has officially allowed cremation since 1963. This change in church norms was incorporated into canon law in 1983. More recently, the Holy See has authorized celebration of funeral liturgies in the United States with cremated remains present, as well as celebration of the funeral liturgy when cremation takes place before the liturgy.

The church still prefers to practice the burial of the body. When this is not preferred, the cremation may precede the celebration of the funeral liturgy.

5. Music

A list of suggested hymns is available, contact the parish. Other music options are permitted within liturgical guidelines. Prince of Peace has a list of available organists and cantors for the Funeral Mass. A standard fee for this service is included in the Funeral Home account.

6. Flowers

Except during Advent and Lent, fresh flowers used in moderation can enhance the setting of the funeral rites. A member of our Funeral ministry will advise you.

GENERAL GUIDELINES

We encourage active participation in planning the ritual at the time of death by selecting Scripture readings and Hymns. We can provide the Prayers of the Faithful and we encourage family members to proclaim the readings, lead the Prayers of the Faithful and offer the gifts at the Funeral Liturgy. Following Holy Communion, it is proper for a particular member of the family or a friend to share a eulogy ("Farewell Remembrance") about the deceased. We suggest that it be typed or written as emotions can often overtake one when presenting a reflection. It

2. NOTIFICATIONS

Please let all of the following people know of my passing:

Spouse _____

Children _____

Parents _____

Siblings _____

Friends _____

Business Associates _____

Notes _____