

Our Saviour's Lutheran Church

Evangelical Lutheran Church in America
300 Logan Street
Merrill, WI 54452



Funeral Planning Booklet

For the Christian Funeral of:

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Our Saviour's Lutheran Church
300 Logan Street
Merrill, Wisconsin 54452
715-536-5813

At a person's death, the church shares the grief of those who mourn and remembers the brevity of life on earth. At the funeral we give voice to sorrow, thank God for our loved one, and entrust this companion of ours into the hands of God. Trusting in God's promise in baptism that we are claimed by Christ forever, we rest in the sure hope of the resurrection. When the church gathers to mark the end of life, Christ crucified and risen is the witness of worship, the strength of mutual consolation and the hope of healing. *Evangelical Book of Worship, p. 279.*

This booklet has been developed to help you pre-plan your funeral or plan your loved ones funeral. It contains information about options that are available for the worship service. It also has space for you and your loved one to fill in information that will be helpful for the planning of the service and important life information that will be needed by the surviving family members. Please understand that this is not a legal or binding document. Rather, it is a way for you to make your wishes known as a testimony of your hope and faith. As you fill out this booklet, whether completely or in part, discuss your choices with your family and with your pastor. Your witness to the Gospel, even as you plan your funeral, will provide a time for you to talk with your family about your belief and hope in Jesus Christ which can provide them strength and hope when they grieve your death.

Guide for the Christian Funeral of:

Name: *First* *Middle* (*Maiden*) *Last*

Date completed: _____

Date(s) Revised: _____

This booklet may be used by a bereaved family in the midst of funeral planning; or by individuals anticipating an impending death; or to express one's personal wishes for your own funeral.

This worksheet may be revised at any time.

To plan the Funeral of Another

In the event of a death, call the church before making any arrangements.

To Express Wishes for Your Funeral

You may choose to file this worksheet with the church. This information will be kept in a confidential file available to the pastor at Our Saviour's Lutheran Church.

After you complete the worksheet consider telling someone you trust about it. You may wish to discuss what you have written to be certain that it is clear. Consider providing copies for: 1. Your family; 2. To file with your will; 3. Your funeral home. Or simply give them a note that says, "As we have discussed, I have recorded my desires regarding my death and burial. I keep this information in the following place: _____ (perhaps: on file at the church; with my will). At the time of my death, I ask that you use this information to the extent possible. With gratitude, "Then sign, date and send the note.

I understand that the information and instructions provided here are for the guidance of my church, my family and my friends in making arrangements necessary at the time of my death. Although this information is being left for safekeeping, it is not legally binding. I understand that this worksheet does not make the church obligated or responsible for the execution of these instructions.

Signed: _____ Dated: _____

Care of the Body

- _____ Donate organs (Complete other documents)
_____ As transplants
_____ For research
_____ Donate body for research (with ashes returned)
(Complete other documents)

- _____ Autopsy
_____ None unless legally required
_____ If it will benefit medical research
_____ Decision to be made by:

- _____ Embalm body (often required if more than 24 hours before burial)
_____ Cremate body
_____ After visitation or service
_____ Before visitation or service
_____ Bury body
_____ Other: _____
(might include: burial at sea, ashes spread, above ground interment, etc.)

Expressions of Sympathy

- _____ Flowers
_____ Live plants
_____ Other: _____

Memorials

Memorial gifts may be used to further support these ministries and organizations:

- _____ Endowments
_____ Our Saviour's Lutheran Church Endowment
_____ Our Saviour's Lutheran Church or a specific gift to:

Other: _____

Funeral Home or Mortuary

Funeral Arrangements coordinated through:

_____ Taylor-Stine _____ Waid Other _____

Address of Funeral Home: _____

Funeral Home Contact Number: _____

Representative: _____

Have pre-arrangements been made? Yes No

Do you have a burial trust with this director? Yes No

Type/cost of coffin/urn: _____

Type/cost of grave liner/vault: _____

Attire for burial/cremation: _____

Jewelry or glasses:

_____ Remove for family

_____ Remove and donate

_____ Bury with body

Include in coffin/urn:

(Specific arrangements in advance at the funeral home of your choice are encouraged.)

Visitation Location

_____ Funeral home

_____ Church

_____ Home

_____ Other _____

Visitation Time

_____ Evening before funeral

_____ Day of funeral

_____ Other _____

Funeral Service

Location:

- Church
 Funeral home
 Cemetery chapel
 Cemetery (no funeral, a graveside service only)
 Other _____

Time:

- Morning
 Afternoon
 Evening

Remains Present:

- Yes
 No (A memorial service)

Holy Communion celebrated:

- Yes
 No

On/near the casket/urn:

- Flowers
 Bible or other symbol of faith: _____
 Photograph
 Cross
 Other: _____

Favorite Biblical themes or images:

Biblical readings: (for suggestions see page 15)

(might include: favorites, baptismal or confirmation)

Non-biblical readings: _____

Prayers:

Organist: _____

Music and/or Songs Soloist: (for suggestions see page 18)

Participants:

Memories and tributes given by:

Pall bearers: (select six for a service with the coffin present)

Honorary pall bearers:

Service folder cover

_____ Biblical or seasonal image: _____

_____ Other: _____

Eligibility for military honors or death benefits: Yes No
Type _____

Other notes:

Funeral Luncheon

Members of Our Saviour's gladly serve families and friends during their time of loss. A time of fellowship after a funeral provides a time to support families. It is a time to remember your loved one, to share stories, laughter and tears as healing begins. This fellowship time is only secondarily about food. The church can assist with ordering the food, setting the tables, making coffee and serving the food and beverages. They make sure everything goes well during the meal. Afterwards they do the dishes, clean up and make sure that the fellowship hall is back in order. As a sign of gratitude, families may make a donation to the Women of Our Saviour's.

____ Funeral lunch after ____ service. ____ burial.
____ No funeral lunch.

Cemetery

_____ I have made arrangements for my burial
Name of cemetery: _____
Location of cemetery: _____
Contact person, phone: _____
Name of lot or crypt older: _____
Easement or deed number: _____
Legal description of graves or crypts as shown on easement or deed: _____

_____ I am a lot holder and have made arrangements with the cemetery to assign graves to specific individuals.
These arrangements are:
Grave number: _____
Assigned to: _____
Relationship: _____

_____ I do not have arrangements for my burial. I suggest the following arrangements: _____

_____ I have arrangements for a memorial marker with the following company: _____

(name, address, phone, contact person)

_____ I do not have arrangements for a memorial marker. I would prefer the following (check first with the cemetery for specific regulations): _____

Cremation

_____ Ashes buried _____ Ashes scattered:

(Locations/place)

If burial, urn desired (style, material, etc.):

Donation to science

(Name and location of institution)

(Contact person)

(Phone number)

Provisions have been made by proper documentation in accordance with state laws governing this procedure:

Other pertinent information:

Personal Information

The following is information that may be used for family records and/or my obituary.

Full Name:

(First) (Middle) (Maiden) (Last)

Date and Place of Birth:

Father's Full Name:

Mother's Full (Maiden) Name:

Date and Place of Baptism:

Date and Place of Confirmation:

Date and Place of Marriage:

Full Name of Spouse

Other Marriages/divorces/spouse(s):

Children:

Grandchild(ren):

Siblings:

Niece(s)/nephew(s):

Education (schools, places, dated, degrees, etc.):

Employment History:

Interests, Hobbies, Volunteer Activities, Etc.

Other:

Other Information for Family of Survivors

What person is responsible for making your funeral arrangements?

Name: _____

Phone: _____

Address: _____

Relationship: (son, daughter, friend, etc.) _____

If that person is unavailable, name alternates:

Name _____ Phone _____

Address _____

Name _____ Phone _____

Address _____

People to contact (name and phone number):

Family:

Pastor: _____

Close Friends:

Employers:

Others:

Hospice Caregiver:

Doctor(s):

Insurance agents:

Trust Officer:

Important Documents and Advisors

It is important that survivors be able to locate vital records and important documents. Before your death you should have a current will/living trust and related health care directives which express your wishes on important personal, financial, medical and charitable issues for your survivors. If you need information regarding estate planning, planned giving and/or other information please contact the Church office.

Location and date of will/living trust:

Attorney/will preparer:

Power of attorney/person:

Executor of estate/person:

Guardian (if minor children):

Insurance companies/agents:

Bank accounts:

Other Tasks to be Done at a Loved Ones Death

Find the will, trust and estate record.

Gather other key papers:

Life insurance policies

Financial documents (stock certificates, savings bonds, etc.)

Birth and marriage certificates

Titles to vehicles

Mortgage records, deed to house/land

Business records

Veteran's discharge papers

Earning statements for the last year

Copies of the last three income tax returns filed

Retirement plan, 401 (k) and IRA information

Order multiple copies of death certificate

Call an attorney to determine if an attorney will be needed in settling this estate

Call the bank or broker to inquire about accounts

Contact the trustee(s) of your loved one's trust(s)

Meet with insurance agent(s) and file for claims

Check contents of safe-deposit box

Cancel loved one's credit cards

Suggested Scripture Readings for Christian Funerals

*appropriate for the burial of a child

+appropriate for the graveside or graveside procession

Old Testament/Hebrew Bible

Job 19:23-27a *I know that my Redeemer lives and I shall see God*

Isaiah 25:6-9 *The banquet of the Lord*

Isaiah 61:1-3 *Righteousness and praise flourish like a garden*
(61:1-4, 8-11)

*Lamentations 3:22-26, 31-33 *Great is the Lord's faithfulness*

Daniel 7:1-3, 15-18 *The holy ones of the Most High shall receive the kingdom*

Wisdom of Solomon 3:1-9 *The righteous are with God*

Psalms

+Psalm 23 *The Lord is my Shepherd (23:4)*

Psalm 24 *They shall receive a blessing from the God of their salvation (24:5)*

Psalm 34:1-10, 22 *Fear the Lord, you saints of the Lord. (34:9)*

Psalm 42:1-7 *My soul is athirst for God, athirst for the living God; when shall I come to appear before the presence of God? (42:2)*

Psalm 46:1-7 *The Lord of hosts is with us; the God of Jacob is our stronghold. (46:4)*

+Psalm 90 *Return, O Lord; how long will you tarry? Be gracious to your servants (90:13)*

Psalm 91:9-16 *On eagle's wings*

+Psalm 118 *Open for me the gates of righteousness; I will enter them; I will offer thanks to the Lord. (118:19)*

Psalm 121 *Behold, he who keeps watch over Israel shall neither slumber nor sleep; (121:4)*

+Psalm 130 *My soul waits for the Lord (130:5)*

Psalm 139:1-12 *O LORD, you have searched me and know me. (139:1)*

Psalm 143 *LORD, hear my prayer, and in your faithfulness heed your supplications; answer me in your righteousness. (143:1)*

Psalm 149 *Sing the praise of the LORD in the congregation of the faithful (149:1)*

Psalm 3:1-2a; or 3:1-8 *For everything there is a season, and a time for every matter under heaven.*

New Testament Letters

Romans 1:16 *I am not ashamed of the gospel; it is the power of God for salvation*

Romans 5:1-11 *Reconciled to god by Christ's death*

Romans 5:17-21 *Through Adam came sin and through Christ comes justification*

Romans 8 *Life in the Spirit*

Romans 8:31-35, 37-39 *Nothing can separate us from God's love (8:26-39)*

Romans 9 *Future glory*

+Romans 14:7-9 *Accepting diversity in the community of faith (14:1-12)*

1 Corinthians 15:12-26 *Christ has been raised, the first fruits of those who have died (15:12-20)*

1 Corinthians 15:51-57 or 55-58 *Death is swallowed up in victory*

2 Corinthians 4:16-18 *Living by faith*

Ephesians 1:11-23 *God raised Christ from the dead and made him head over all the church*

Philippians 3:20-21 *Jesus will change our lowly body to be like his glorious body*

1 Thessalonians 4:13-18 *The dead in Christ will rise*

2 Timothy 4:6-7 *I have fought the good fight, finished the race, kept the faith*

Hebrews 13:6-8 *Jesus Christ the same yesterday, today and forever*

Hebrews 13:14-16 *We are looking for the city that is to come*

1 Peter 3-9 *New birth to a living hope through the resurrection*

*1 John 3:1-3 *We are God's children*

Revelation 7:9-17 *The multitudes of heaven worship the Lamb*

+Revelation 14:13 *Blessed are the dead who from now on die in the Lord*

Revelation 21:2-5a or 21:1-7 *A new heaven and a new earth*

New Testament Gospels

Matthew 5:1-12 *Blessed are the poor in spirit*

*Matthew 11:25-30 *The yoke of discipleship (11:16-19, 25-30)*
Matthew 24:1-13 *The one who endures to the end will be saved*
Luke 6:20-31 *Jesus speaks blessings and woes*
Luke 12:35-40 *God will give you the treasure of the kingdom*
Luke 23:39-43 *You will be with me in paradise*
John 3:16 *God gave his Son for the life of the world*
John 5:24-29 *Any who hear my word and believes him who sent me
has eternal life*
*John 6:37-40 *All who see the Son and believe in him may have
eternal life; and I will raise them up on the last day*
John 10:1-5 *Jesus the Good Shepherd*
John 11:21-27 *The raising of Lazarus; I am the resurrection and the
life*
John 11:32-44 *The raising of Lazarus*
+John 12:23-36 *Unless a grain of wheat falls into the earth and dies
it remains alone; but if it dies it bears much fruit*
John 14:1-6 *Christ the way, the truth and life*
The Resurrection of Jesus: Matthew 28, Mark 16, Luke 24 and John
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For more choices, consider texts for the season, festival or commemoration or from the Revised Common Lectionary.

Congregational Hymns

	LBW/WOV	ELW
All of us go down to the dust		223
Alleluia! Jesus is risen!	674	377
Amazing Grace	448	779
Beautiful Savior	518	838
Blessed Assurance	699	638
Blessing, Honor and Glory		433
Borning Cry	770	732
Children of the Heavenly Father	474	781
Come Away to the Skies	669	
For all the saints	174	422
Guide Me Ever, Great Redeemer	343	618
He Leadeth Me; O Blessed Thought!		501
How Great Thou Art	532	856
I Am the Bread of Life	702	485
I Know of a Sleep in Jesus' Name	342	
I Know that My Redeemer Lives!	352	619
I Want to Walk as a Child of the Light	649	815
In Peace and Joy I Now Depart		440
In the Morning When I Rise	777	770
Into Paradise May the Angels Lead You		222
Jerusalem, My Happy Home	331	628
Jesus Christ, My Sure Defense	340	621
Jesus Lives! The Victory's Won!		133
Jesus Shall Reign	530	434
Jesus, Remember Me	740	616
Jesus, Still Lead On	341	624
Let Us Ever Walk With Jesus	487	802
Lo! He Comes With Clouds Descending		435
Lord of All Hopefulness	469	765
My Faith Looks Up to Thee	479	759
My Lord, What a Morning	627	438
O Blessed Spring	695	447
O Christ the Same	778	760
O God, Our Help in Ages Past	320	632
O God, Whose Will is Life and Good		435

	LBW/WOV	ELW
O Holy Spirit, Enter In	459	786
O Lord, Now Let Your Servant	339	313
O Sacred Head, Now Wounded	116	351
Oh, Happy Day When We Shall Stand	351	441
Oh, What Their Joy	337	
On Eagle's Wings	779	787
On Jordan's Stormy Bank I Stand		437
Precious Lord, Take My Hand	731	773
Shall We Gather At the River	690	423
Sing With All the Saints in Glory	691	426
Soon and Very Soon	744	439
The King of Love My Shepherd (Ps 23)	456	502
The Lord's My Shepherd (Ps 23)	451	778
Thine is the Glory	145	376
Thine the Amen, Thine the Praise	801	826
This Joyful Eastertide	676	391
Thy Holy Wings	741	613
Wake, Awake, for Night is Flying	31	436
We are the Lord's	399	
We Walk by Faith and Not by Sight	675	635
We were Baptized in Christ Jesus	698	451
We Who Dwell in the Shelter of the Lord		779
What Wondrous Love is this	385	666
Who is this Host Arrayed in White	314	425
Other: _____		

Solo Favorites

Psalm settings, especially of Psalm 23, 121, 42:1-7, 46:1-7, 143
 Shepherd Me, O God; Mary Haugen (Ps 23)

Day By Day

On Eagle's Wings; Michael Joncas

Lord, Now You Let Your Servant Depart in Peace

Lord's Prayer

Softly and Tenderly, Jesus is Calling

Other: _____

Resources for Grieving

- Turn My Heart: A Sacred Journey From Brokenness To Healing by Susan Briehl & Marty Haugen (GIA Publications Inc., 2003)
- When a Loved One Dies: Meditations for the Journey Through Grief by Philip W. Williams (Augsburg Books, 2001).
- Seeing Through Our Tears by Daniel C. Bagby (Augsburg Books, 1999)
- All Will Be Well: A Gathering of Healing Prayers, Lynn Klug, ed. (Augsburg Books, 1998)
- A Cry of Absence: Reflections for the Winter of the Heart by Marin E. Marty (HarperCollins, 1983)
- Good Grief: A Constructive Approach to the Problem of Loss by Granger E. Westberg.
- Lament for a Son by Nicholas Wolterstorff (Eerdmans, 1987)
- Psalms of Lament by Ann Weems (Westminster John Knox, 1995)
- Before I Die: A Practical Guide for End-Of-Life Issues by Elizabeth Ruth Skoglund (Lutherans For Life, 2002)
- Talking About Death Won't Kill You by Virginia Morris (Workman Publishing, 2001)
- Handbook for Those Who Grieve by Martin M. Auz and Maureen Lyons Andrews (Loyola Press, 2002)
- Our Greatest Gift: A Meditation on Dying and Caring by Henri Nouwen (HarperCollins, 1994)
- A Grief Unveiled by Gregory Floyd (Paraclete Press, 1999)
- Praying Our Goodbyes by Joyce Rupp (Ave Maria Press, 1989)
- Final Gifts: Understanding the Special Awareness, Needs and Communications of the Dying, by Maggie Callanan and Patricia Kell (Bantam, 1997)

Websites

- Aging with Dignity: Information, advice and legal tools to ensure your wishes and those of loved ones are respected (www.agingwithdignity.org)
- Partnership for Caring: Partners individuals and organizations to improve how people die in our society (www.partnershipforcaring.org)
- Last Acts: A campaign to improve care near the end of life (www.lastacts.org)

Additional Notes

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