



Funeral Planning Contact Information Form

Revised November 15, 2018

Name of Deceased: _____
(first) (middle) (maiden) (last)

Address: _____

Date of Birth: ____/____/____ Age at Death: _____ Date of Death: ____/____/____

Religion: _____

Sacraments received during lifetime:

Baptism Reconciliation First Eucharist Confirmation

Affiliations (eg: Catholic Daughters): _____

Military Police Fire

Other _____

How many Family members and friends are expected to attend? _____

Name of Family Contact (relationship to deceased): _____

Phone Number _____

Next of Kin:(relationship to deceased): _____

Address _____

Phone Number: _____

Funeral Home _____ Phone _____ Contact _____

Vigil: Day _____ Date _____ Time _____

Place _____ Presider _____

Memorial Mass: Yes No

(A memorial Mass is celebrated when there is no body (casket) or cremains present for a funeral liturgy)

Continued

Immaculate Conception
Catholic Church

6650 Carolina Beach Road
Wilmington, NC 28412
910.791.1003
www.iccwilm.org



Funeral Liturgy: Day _____ Date _____ Time _____

Location: _____

Presider: _____

Disposition of the body at the Liturgy (*Please communicate this information to the sacristan.*)

Body present _____ Cremated remains present _____ No remains present _____

Who will carry in the Cremains? _____

Interment: Place _____ Casket _____ Cremains _____

Date _____ Time _____ Presider _____

Reception following the Liturgy: Yes _____ No _____

Comments/ Special requests:
(*Names of family members, cause of death, etc.*)

Expected number in attendance:



Funeral Liturgy Planning Form

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Sacristan _____

Altar Server(s)

Extraordinary Ministers of Holy Communion:

Greeters: Includes members of the family as they greet their guests or the Planning Team will serve as the Greeters

Cantor: _____ Organist/Pianist: _____
(If known at time of preparation)

Liturgy

Prelude music: _____

Introductory Rites

Greeting of body/ cremains in the gathering area with immediate family members present only

Entrance Hymn: # _____

Liturgy of the Word

First Reading: _____ Proclaimed by: _____

Responsorial Psalm (*sung*) led by Cantor: _____
(Chosen by Director of Liturgy and Music)

Second Reading: (*opt.*) _____ Proclaimed by: _____

Gospel Acclamation (*sung*) led by Cantor: Seasonal acclamation

Gospel: _____ Proclaimed by: _____

General Intercessions Proclaimed by: _____



Liturgy of the Eucharist (omitted when Funeral Liturgy is outside of the Liturgy)

Preparation Hymn: # _____

Gift Bearers: Bread _____ Wine _____

Communion Procession Hymn # _____

Final Commendation Rite

Recessional Hymn: # _____

Reception following the Liturgy: _____ Yes _____ No

Words of Remembrance: (one person) _____ Proclaimed by: _____

At: The Vigil (rare)
 Before the Liturgy

Liturgy prepared by: _____ Date _____

(Form to be completed 2 days in advance)

Program Cover Selection (Please Check):

1 2 3 4 5 6