



## Celebration of Life Service Planning Template

Celebration plans for (insert name) \_\_\_\_\_

Date Completed \_\_\_\_\_

### 1. Locations

#### a. Venue for Viewing/showing

\_\_\_\_\_

#### b. Venue for Service or services (funeral home, church, cities etc.)

\_\_\_\_\_

#### c. Internment/burial location.

\_\_\_\_\_  
\_\_\_\_\_

### 2. Instructions for Viewing/Showing (s) (such as times (afternoon/evening), church, funeral home, serve food/snacks and beverages, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 3. Instructions for Celebration service (s)/ Funeral Service

#### a. Clergy

\_\_\_\_\_

#### b. Eulogy speaker(s)

\_\_\_\_\_  
\_\_\_\_\_

#### c. Music

##### i. Soloist recommendations

##### ii. Instrumental recommendations – organist/pianist, etc.

##### iii. Songs

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- d. Pictures, Power point presentation or picture collages available – maybe previously utilized in a birthday party, retirement celebration, etc. Location of electronic copy.

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- e. Life summary, biography information, resume (attached to this form if desired)

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- f. Scripture to include/ Bible verses selected

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- g. Words to live by (any phrases that guide your behavior, etc. – example – “Do what you say, say what you do”!)

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- h. Awards and achievements (professional/work, volunteer organization/community)

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- i. Organizations where you have volunteered? Any you are passionate about? Why?

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- j. Memberships – including church

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- k. Are you a veteran/served in military? \_\_\_\_\_

i. If so, which branch \_\_\_\_\_

ii. Which military honors would you like as part of your services

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- l. Most significant accomplishments (could be the same as above, could be raising children that became great adults, etc.)**

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- m. Challenges overcome (examples – physical challenges, lack of resources for college, financial issues, loss of close family member etc.)**

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- n. How did you meet your spouse/significant other if applicable?**

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- o. Other noteworthy information you'd like to share about your life?**

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- p. Post service/celebration instructions – (such as meal, meal location, etc.)**

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- 4. Bury, Cremate, other?**

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- 5. Organization to receive charitable donations**

- a. State in lieu of flowers?**

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- 6. Publication of obituary**

- a. What newspapers? Just on funeral home website?**

- b. Please consider writing your obituary in advance and attach to this form**

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**7. Other? Any other instructions/ wishes?**

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**8. Storage location of Estate Plans – (Will, Trusts, etc.)**

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**9. Autopsy criteria (under what circumstances do you feel it is appropriate)**

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**10. Organ donation wishes**

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**11. Hotels / lodging suggestions for visitors?**

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**12. List of notification email addresses (optional- attach list)**