

PLANS FOR MEMORIAL SERVICE AND GRAVESIDE SERVICE
SECOND PRESBYTERIAN CHURCH, LITTLE ROCK, ARKANSAS
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Please fill in the following information in order to assist your church and family in planning your memorial/funeral service. This information will be kept on file with other *Apré-plans®* in the church office. You may change or update your file at any time. The information in the file will be reviewed by the pastor(s) and shared with your family at the time of your death.

NAME _____ **DATE** _____

ADDRESS _____

PHONE NUMBER(S) Home _____ Business _____

CHURCH MEMBERSHIP

When did you become a member of Second Presbyterian Church? _____ (year)

Deacon _____ Year of Ordination _____ Elder _____ Year of Ordination _____

Where were you ordained? _____

With which groups/activities have you been involved while a member of the church?

PERSONS/GROUPS TO BE NOTIFIED AT THE TIME OF YOUR DEATH

FUNERAL HOME TO BE NOTIFIED

Name _____ Phone _____

Address _____

Arrangements have already been made with this funeral home: Yes _____ No _____

MEMORIAL GIFTS

The family may choose organizations where memorial gifts are to be sent. It is helpful for the church office to have this information as well.

Memorials should be designated to Second Presbyterian Church: Yes _____ No _____

Other organization(s) to be designated for memorial gifts:

Notification of memorial gifts should be sent to:

Name _____ Relationship _____

Address _____

Telephone _____ E-mail address _____

ESTATE PLAN

Would you like to include Second Presbyterian Church in your will? _____

Would you like to be contacted by the Church Director of Planned Giving concerning your will or other estate plans?

PLANS FOR WORSHIP SERVICE

Will be held at: the church _____ the funeral home chapel _____ other _____

Casket will be present: Yes _____ No _____

If casket is present, it will be covered with:

church pall _____ family flowers _____ flag _____

Hymn suggestions (usually no more than two)

Name _____

Name _____

Anthem/Solo suggestions (A small ensemble of the choir or soloist can be asked to participate in the service) _____

An honorarium should be made to the soloist.

Organist - Our church organist will play for the service.

The organist does not require an honorarium.

Scripture suggestions _____

Minister(s) - A specific minister may be requested to conduct the service, however that person may be unable to be present because of schedule conflicts.

Ministers do not require an honorarium.

Flowers - The family may request a casket piece or a single arrangement to be placed in the chancel area if the casket is not present. Other flowers sent to the church will be placed in the narthex, not in the sanctuary or chapel.

PLANS FOR COMMITTAL SERVICE

To be held: Before the service of worship _____ After the service of worship _____

Do you plan to be cremated? _____ Is your family aware of your desire? _____

Cremains to be interred:

In the columbarium at Second Presbyterian Church _____

In the Prayer Garden at Second Presbyterian Church _____

Other (please state where) _____

Casket to be buried at _____ Cemetery

Address _____

PASTORAL CARE SERVICES

The Pastoral Care Ministry of our church will provide a house-sitter during the service upon request. A meal can be provided for the family before or after the service, or a small coffee/cookie reception can be held at the church following services.