St. Columba Church Funeral Pre-Planning Form

Upon the death of a loved one, a first step is to call the parish office at (970) 247-0044 and schedule a meeting with the parish pastor. Funeral date and time are not confirmed until this meeting.

Funeral plan for _____

Date of Birth: _____ Phone: _____

Address: _____

Current Parish & Pastor: _____

Phone: _____ Address: _____

Next of Kin: _____

Phone: _____ Address: _____

Email: _____

Who is family contact for the funeral?_____

Phone:_____ Email: _____

Who else is in the immediate family?_____

_____

_____

Which mortuary will you be using? _____

Phone: _____ Address: _____

Will there be a casket or cremation urn? _____

Will there be a Vigil Service? _____ Location: _____

Describe (rosary, Liturgy, sharing time, eulogies): _____

_____

Where will the Funeral Service be held? _____

Address: _____

Who would you like to preside? _____

Will someone deliver a reflection? _____

Do you have Ushers, Lectors, or Eucharistic Ministers in mind? _____

_____

Have you chosen Scripture readings and music? _____

Opening Song: _____

First Reading: _____ Read by: _____

Second Reading (optional): _____ ___ Read by: _____

Gospel Reading: _____

Prayers of the Faithful read by: _____

Preparation song: _____

Gifts brought up by: _____

Communion Song: _____

Song of Farewell (standard is *This Day in New Jerusalem*): _____

Recessional Song:_____

Would you like a reception? _____ Who will coordinate? _____

Phone: _____ Email: _____

Where will committal / burial be? _____

Address: _____

Will there be military rites? _____ Knights of Columbus? _____

Other? _____

Notes: _____

This preplan was made by: _____

Dated:_____

(Revised 11/25)