



Anglican Diocese of Pittsburgh

Nova Tower 1, Nova Place, Suite 650, Pittsburgh, PA 15212
Phone 412-281-6131 • Fax 412-322-4505

CLERGY BURIAL PLANNING FORM

The following will help your loved ones plan a service to celebrate your life and honor you. Please fill out this form as fully as you are able, to help them, at a time that is already a challenging time for them. Please add whatever other information would be helpful, even if not included below. Your family will bless you for it!!

Please send one copy to the Diocesan Office and keep another with your other documents at home.

Name of Clergy Person

Date of Birth

Name and contact info of person making arrangements following death.

Name and contact info of next of kin.

Preparation Ahead of Time

Gather information about all your financial arrangements and put at least a summary of them in one place, including account numbers and passwords.

List - Retirement accounts, Life Insurance(s), Stocks/Bonds/Other Investments, Bank Account(s), Social Security #, Bank Lock Box, Debts, etc.

Funeral Home

Cemetery Name and Address

Funeral Director Name and Contact Info

Has a plot been purchased?

Location of plot.

Has a headstone been pre-paid?

Who will write the obituary?

Are funeral expenses pre-paid? If so, indicate location of contract.

Services

Name and Contact info of Church where service will be held.

Preferred Time of Service

Visitation at church or funeral home?

Preferred time(s) of visitation

Cremation or full body burial?

Open or closed casket?

Will there be military honors? At end of service or at graveside?

Will there be donation designee(s) in lieu of flowers?

Participants

- Celebrant (Bishop, unless indicated otherwise)
- Homilist
- Lectors
- Intercessor
- Chalice Bearers
- Musician/s
- Acolytes
- Crucifer
- Scripture preferences
- Hymn/praise song preferences, special music number(s)
- Who will supply altar flowers? Church? Family?
- Who will draft service leaflet? Is there a picture (of you) you'd like on the cover?
- Other

Graveside

Kind of service preferred at graveside?

Reception

Will there be a reception?

Parish Hall following?

Meal for Family beforehand?

Care for Family

What else would you like the Bishop to know that would help him care for your loved ones?