

# Planning task list



MEMORIAL  
Funeral Chapels

## Plan to or ask friends:

- Prepare and clean home for visitors
- Greet friends and relatives who call
- Orchestrate arrival times and places to stay for relatives & friends
- Record food & flowers received
- Find someone to watch the house during service
- Sign necessary papers at the funeral home
- Provide documentation & legal statistics about the deceased
- Provide DD214 military discharge paper

## Decide on:

- Time/Place of service
- Burial/Cremation
- Casket/Urn
- Vault/Cremation container
- Bring in clothing & jewelry that you would like your loved one to wear
- Obituary/Photo
- Remembrance items & photos for Display
- Flowers
- Music
- Time/Place of reception
- Food
- Transportation
- Registry book
- Acknowledgment Cards
- Prayer cards or folders
- Death Certificates
- Who will speak at services
- Who will ride in limousines

## Pay for:

- Clergy
- Funeral Home
- Cemetery lot
- Internment Service
- Monument
- Doctors
- Hospitals
- Long Distance calls
- Urgent Bills
- Musicians
- Transportation
- Flowers
- Food
- Other: \_\_\_\_\_
- \_\_\_\_\_