

UNIVERSAL LIFE CHURCH  
FUNERAL PLANNING SHEET

Name of the deceased: \_\_\_\_\_ Date of passing: \_\_\_\_\_

Name of family member: \_\_\_\_\_  
(primary contact for funeral arrangements)

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_

Name of the funeral chapel: \_\_\_\_\_

Address: \_\_\_\_\_ Funeral Director: \_\_\_\_\_  
\_\_\_\_\_ Telephone: \_\_\_\_\_

Name of the cemetery: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_

Funeral Ceremony Date: \_\_\_\_\_ Time: \_\_\_\_\_

Type of service requested:    RELIGIOUS            CIVIL

Religious Denomination or Belief System of the deceased/family:  
\_\_\_\_\_

Eulogy Speaker(s): \_\_\_\_\_  
\_\_\_\_\_

CHAPEL SERVICE:

Will there be music provided by the chapel?      YES      NO

Is the music live or recorded?      LIVE      RECORDED

Approximate length of time for the Chapel Ceremony: \_\_\_\_\_

Names of requested songs, music, hymns: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Special requests of the family for the ceremony:

Approximate number attending: \_\_\_\_\_

Number of individuals in the family party: \_\_\_\_\_

Number of Pall-Bearers: \_\_\_\_\_

GRAVESIDE COMMITAL:

Will there be a graveside committal?      YES      NO

    If so, will the minister attend?      YES      NO

Will there be a military component for service persons?      YES      NO

Will there be a gun salute?      YES      NO

Will there be a presentation of the U.S. flag?      YES      NO

Approximate length of time for the Graveside Committal Ceremony: \_\_\_\_\_

Suggested Graveside Ceremony words:

Suggested Opening Scripture verses and/or prayers:

Suggested verses/poems/prayers to be included in Minister's Message:

Closing Prayer suggestions:

Benediction suggestions:

LOGISTICS:

Will the minister address the family during the ceremony?	YES	NO
Will the minister lead the pall-bearers to the hearse?	YES	NO
Will the minister drive to the ceremony or ride with someone?	DRIVE	RIDE
	With whom?	

MINISTERIAL FEE:

PRE-PAID:

When? \_\_\_\_\_

By whom? \_\_\_\_\_

PAY LATER:

When? \_\_\_\_\_

By whom? \_\_\_\_\_

AFTERCARE:

Time when minister can call or visit family after funeral: \_\_\_\_\_