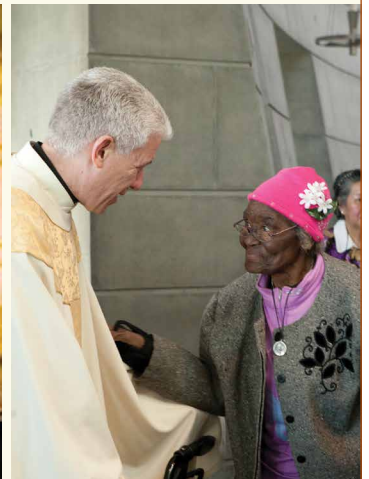


A MINISTRY OF THE CATHOLIC CHURCH

CATHOLIC FUNERAL & CEMETERY SERVICES

Planning Guide



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INTRODUCTION

As Christians, what we believe about death highly influences how we live our everyday lives. We must carry life's crosses and bear incredible loss with hope in our hearts. We must gaze upon the bodies of our deceased loved ones and remember that "God so loved the world, that He gave His only begotten Son, that whoever believes in Him shall not perish, but have eternal life" (*John 3:16*). Unlike many in our secular society, we do not turn away from death nor allow ourselves to believe that death is the end. Trusting that God will "wipe every tear" (*Revelation 21:4*), we stand before him in grief, but not despair.

Catholic Funeral & Cemetery Services (CFCS) knows that the loss of a loved one or planning your end-of-life wishes in advance is a difficult journey that isn't entered into lightly. Our goal is to provide you with unwavering support, education and resources to keep you strong and ease your stress throughout the entire process.

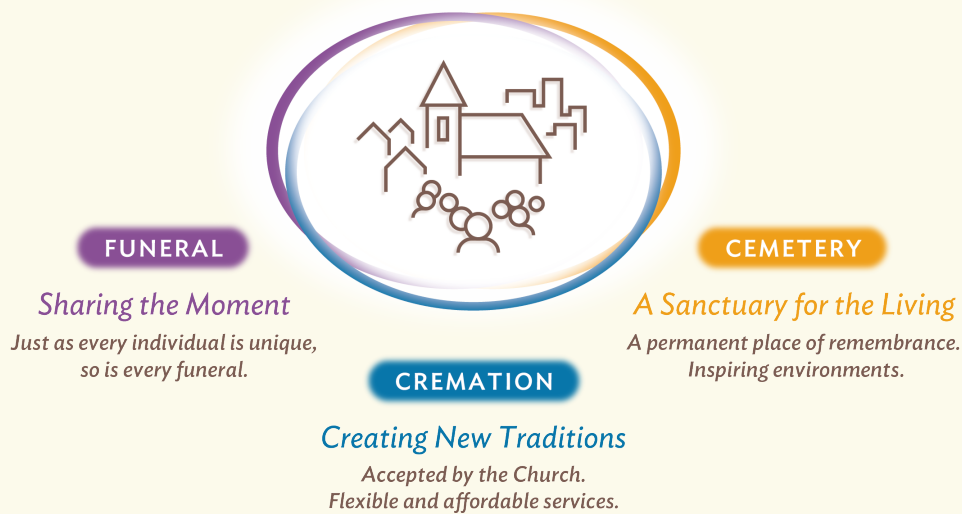
CATHOLIC FUNERAL & CEMETERY SERVICES

Caring for Families in Our Community.

Living Our Mission

Catholic Funeral & Cemetery Services (CFCS) is a charitable organization founded in faith and dedicated to providing education, support and professional services.

We are devoted to earning your trust as your community resource for today and tomorrow—at all times guided by faith, cultural traditions and your financial preferences.



Following Our Faith.

Caring and Compassionate

The loss of a loved one is always difficult. Celebrating the gift of faith with family and friends is an essential part of the healing process. We walk with you through this most difficult moment ensuring that your wishes are fulfilled.

Serving our Community

As a ministry, we have been a vital part of community life for more than 100 years. We continue to give back to the community, balancing the needs of families today with the needs of the community tomorrow. We are committed to providing assistance to families in need, and no family is ever turned away.

The Benefits of Advanced Planning

Planning ahead is one of the most loving and responsible things you can do for your family. With the assistance of CFCS in planning for your family's funeral and cemetery needs, you can ensure your wishes are met, avoid emotional overspending, and provide peace of mind for yourself and your loved ones.

Connected by Faith

Woven into the context of the funeral rites is an abundance of Catholic symbols and metaphors that convey the dramatic journey from baptism to redemption through Christ. Our locations' warm and welcoming environments provide a sanctuary for family and friends to join and reaffirm the belief that life has not ended.

Personal Services

As a ministry serving the community, we pride ourselves on providing quality services and personal attention to all families. We offer affordable, traditional and unique options, ensuring that the services chosen represent the life lived.

Your Complete Resource

CFCS proudly offers both funeral and cemetery services, all under the guidance of the Catholic Church. Families can take care of all their needs in a single visit, with CFCS coordinating the arrangements with the Church, priest, staff, and family.

FUNERAL

Sharing the Moment

The Catholic Funeral Rites in the Order of Christian Funerals are a celebration of faith that enable loved ones and the community to mourn by focusing on the promise of everlasting life and the hope of Resurrection in Christ.

Three distinct rites are provided at the time of the funeral. Each rite serves an important purpose in guiding our family and friends through loss, grief and the journey of healing:

Vigil & Visitation

The Vigil is often the first time family, friends and members of the community gather for prayer and support, in remembrance of a treasured life.

Funeral Liturgy

The Funeral Mass is the principle celebration of the Christian Funeral, where family and friends join to reaffirm that life has not ended. It is the memorial of Christ's sacrifice, and is a reminder that we are one with Christ in life, death and Resurrection.

Committal

The Committal is the final service and time of interment. Here, family and friends gather to take their final leave with the comfort and promise of everlasting life in the Resurrection.

*Just as every individual,
is unique, so is every funeral.*

Funeral Rites

There are various ways of celebrating funerals

A Catholic funeral traditionally includes three parts: a vigil (wake) service in the home or at a funeral home, the funeral Mass in the church, and committal prayers at the cemetery. The priest, deacon or lay ecclesial minister who assists in planning the funeral rites will work with the family to select the most appropriate liturgical format. At times, depending on circumstances, certain elements (for example, the vigil service) may be omitted.

Also, each stage of the funeral rites provides the celebrant and the family of the deceased with several options. The funeral rites contain a rich variety of scriptural readings and prayers from which to choose. Regardless of which specific options are chosen, a Catholic funeral is always a time to pause, to grieve, and to reflect on our eternal destiny in God. In a society that tends to accommodate less and less time for this important moment, Catholic funerals provide a much-needed spiritual reminder.

It is important to collaborate with the pastoral staff of a parish when planning a funeral

When faced with the loss of a loved one, immediate planning of a funeral is a difficult and trying experience. Understandably, some families are reluctant to meet with the staff of their parish, who may be unfamiliar to them. For parish staff, especially the clergy, the death of a parishioner is a uniquely privileged and graced opportunity for the Church to initiate outreach to the family, to welcome and to minister to them, to evangelize, and, sometimes, to reconcile. Thus, those who mourn will find that the assistance of the dedicated clergy and laypersons who serve in parishes is invaluable. Parish staff can help expedite the task of planning the funeral rites and make the process less burdensome. Furthermore, the ordained members of a parish's pastoral team – priests and deacons – are especially called to be Christ's presence in such difficult times. By welcoming the ministry of the priest or deacon and by providing him with a better understanding of the life of the deceased, families will help to adapt and personalize the funeral rites in a way that meaningfully conveys the Church's consolation and prayer.

In many parishes, parishioners serve on a bereavement team that assists not only in the planning of the funeral, but also performs other ministries that take place during and after the funeral (i.e., readers, cantors/choirs/musicians, altar servers, greeters/ushers, extraordinary ministers of holy Communion, leaders of prayer in the home, at vigils, and at committals, hospitality ministers at post-funeral receptions, and pastoral caregivers who reach out to the family of the deceased). These ministries, when adapted to local circumstances and customs, are concrete reminders of the consolation that the Risen Lord offers to us through His Body, the Church. Whenever possible, parishes should strongly promote participation in these ministries by the lay faithful who are called to serve by virtue of their baptism.

The Church encourages the celebration of funerals with a Mass whenever possible

Since the celebration of the Mass is a foretaste of the heavenly banquet in union with God that commemorates and makes present Christ's victory over death, funerals are principally and preferably celebrated with a Mass, our most profound way of expressing communion with the living and the dead. By offering Christ's sacrifice to the Father through the Mass, the Church pleads for God's mercy for the deceased and gives thanks for the hope of eternal life with God. In particular, when planning a funeral Mass, the wishes of the deceased should be respected, most especially

when the deceased was a regular communicant and an active member of the parish community. Various reasons (including deference to the scheduled celebration of the Eucharist on Sundays/ Saturday evenings, Holy Days of Obligation, and the Easter Triduum) may lead a priest to decide, in consultation with the family, to celebrate a funeral without a Mass. Nevertheless, the family always has the option to celebrate a funeral Mass (even in the absence of a body or cremated remains) at a later date. In this way, we recall that every member of the Christian faithful shares equally in Christ's death and Resurrection.

Funeral liturgies are normally celebrated in a parish church

As an expression of faith and support by the local Catholic community, a funeral liturgy (especially with a Mass) should occur in a church, the sacred place where the parish gathers to pray, celebrates the sacraments, and reserves and venerates the Body of Christ. A funeral without a Mass may be celebrated in the home of the deceased, the funeral home, or the cemetery chapel.

A funeral includes a homily, not a eulogy

At the vigil service and/or the funeral liturgy, the priest or deacon will preach after the readings from Scripture. The purpose of this preaching—properly called a homily—is to explain the readings and thereby highlight God's merciful love and the mystery of our redemption. As Christians, we are challenged to be comforted by the truths of our faith, and the homily serves to direct our attention to these beliefs.

At the end of the funeral liturgy in the church, the priest or deacon may permit one family member or friend to speak in remembrance of the deceased and his/her life of faith, virtue and good works. Although these words of remembrance are permitted, the priest or deacon has a duty to ensure that the Church's funeral rites are conducted in a dignified, respectful way. Families and friends are asked to be respectful of and to cooperate with the priest or deacon in preserving the sacred character of the Catholic funeral, in accord with the liturgical practices of the Church throughout the world. For this reason, the celebrant reserves the right to review the speaker's text or outline in advance of the funeral Mass. Words of remembrance are not to exceed five minutes in length. It also is important to note that words of remembrance are optional and that the most appropriate times for offering them are at the vigil/wake or the post-funeral reception.

A eulogy, which focuses praise on an individual, is neither appropriate nor permitted at Catholic funerals. During a funeral, our praise is directed toward God in gratitude for the Risen Christ and his promise of salvation.

Music at funerals should express our Catholic faith and be drawn from the Scriptures

Because of the sacredness of the funeral and its focus on the Paschal Mystery with its promise of salvation, music should be carefully chosen to reflect our shared beliefs, especially as articulated in the Word of God. Ultimately, the purpose of music in the funeral rites is to offer praise and thanksgiving to God. Thus, each funeral is linked with the common prayer and musical tradition of the whole Church, especially the psalms, which have, throughout the ages, expressed the suffering and hope of all God's people. Secular music is not the appropriate accompaniment to the sacred liturgy because it cannot express fully these values of ultimate significance.

During a funeral liturgy, the pall which drapes the casket should never be replaced by an American flag or any other non-Christian covering

In the United States, it is customary to place a pall (a large, white, rectangular cloth) over the casket as it is received into the church for the funeral liturgy. The pall is a reminder of the white garment with which every Christian is clothed on the day of baptism and is a testament to the dignity of the deceased as a member of the faithful.

American flags and other non-Christian (i.e., secular) symbols do not belong on the casket during the liturgy since they do not evoke the same meaning as the pall. Flags and other insignia may cover the casket before and after the funeral liturgy.

However, Christian symbols such as a crucifix, rosary beads, a Bible or a prayer book are permitted to be placed on the pall that covers the casket.

If cremation is desired for legitimate reasons, the Church prefers that the funeral liturgy occur before cremation

As Christ's Church, we believe that the human body is a temple of the Holy Spirit, and that, like Christ, our bodies will one day rise from the dead. The physical presence of the body of a deceased member of the faithful is a very powerful symbol of this Christian mystery and belief. Through our bodies, we are called to glorify God throughout our earthly life, and we pray that on the Last Day, God will glorify our bodies forever in heaven. As the guiding text for the funeral rites recalls, "It is the body whose hands clothed the poor and embraced the sorrowing ... the body once washed in baptism, anointed with the oil of salvation, and fed with the Bread of Life" (*Appendix, Order of Christians Funerals, nos. 411-12*). The body of the deceased is a sign to the living of the goodness of God's creation and a foreshadowing of the new life to come.

Cremation is permitted, unless chosen for reasons that contradict Christian teaching, particularly on the dignity of and hope for the resurrection of the human body. However, in order to express the symbolism described above, cremation should occur after the celebration of the funeral liturgy. If this is neither possible nor advisable, priests and deacons may permit the celebration of the funeral rites in the presence of the cremated remains instead of the body. The presentation and placement of the urn for the funeral liturgy should be simple and solemn so as not to detract from the dignity of the body in its cremated form.

Non-practicing Catholics may receive Catholic funerals

It is an unfortunate reality that many baptized Catholics no longer practice their faith and may consider themselves to have been away from the Church for too long to be ever welcomed again by the Church. Such individuals or their families may feel uncomfortable in a church and ultimately decide against having a Catholic funeral.

By our baptism, however, we have been made equal in dignity before the Lord, and the Church, our Mother, bears the suffering of all those who became her sons and daughters through baptism. Thus, the Church offers funeral rites (including a funeral Mass) even for non-practicing Catholics and, under certain circumstances, for non-Catholic Christians. Although the deceased may not have participated fully in the life of the Church on earth, the Church longs for her separated children to share in Christ's blessings. She desires to pray for them and with their loved ones so that their sins may be forgiven and they may dwell forever in the presence of God in Heaven.

Although cremation is permitted, the Church prefers the burial or interment of the body because of its symbolic value

Burial or interment of the body has been the constant practice of the Church, a sign of her reverence for the human body and belief in the Resurrection on the Last Day. As Christ's body was interred, so too does the Church bury/inter the bodies of the deceased. The Church follows the example of Christ in the hope that, like Christ, the dead will rise again.

The Church strongly encourages its members to continue this venerable practice and avoid cremation unless it is necessary. In death, the human body serves as a symbol of the goodness of creation and an expression of the truths of our faith. We are called to have the courage to look on the bodies of our deceased through the eyes of hope and foresee the day when our bodies will be clothed with immortality.

Cremated remains are always to be buried or interred

In keeping with our hope in the resurrection of the body, the Church expects that cremated remains will be buried or interred in individual graves or columbaria. In our tradition, we affirm both the uniqueness of each person and the bonds that unite us as the Body of Christ. Thus, we bury or inter the dead in cemeteries, which mark the lives of each individual, while serving as powerful, visual reminders of the community that remains after death.

Burial or interment also serves to ensure that cremated remains will be treated with respect in the future. Until they are buried or interred, cremated remains have the potential of being lost, discarded, or mistreated. Other more secular practices—such as scattering, dividing remains, co-mingling remains of one person with another's, keeping remains at home, and fashioning remains into jewelry or other objects—have no symbolic meaning in our tradition and are never permitted.

Consequently, the Church urges her members to reverence cremated remains just as we also reverence the body. To best express our beliefs, cremated remains should be buried or interred in an appropriate vessel that befits the dignity of the human body as God's creation.

CEMETERY

A Sanctuary for the Living

Catholic Cemeteries are an extension of our Parishes; a place for prayer, reflection, hope and remembrance. The cemetery is a vital part of Catholic life, expressing our faith, reverence and respect for sacred burial on consecrated grounds.

*A permanent place for remembering,
in natural and inspiring environments.*

What is the Importance of a Catholic Cemetery?

Catholic Cemeteries are stirring natural sanctuaries that house the temple of the body with the promise for everlasting life. These sacred places provide peaceful and religious environments that are conducive to prayer, reflection and remembrance. The final expression of our faith as Catholics is the blessed and sacred burial in a Catholic Cemetery. It is our opportunity to rest among fellow believers, awaiting the Resurrection to life everlasting.

Individualized Memorialization Options

We meet the needs of our community by offering traditional burial options, as well as distinctive choices for cremated remains and family estates.

Remembrance Events

We believe that we serve the living by creating beautiful and sacred places to remember your loved ones. We offer memorial masses for those in our community who have passed to the next life. Additionally, throughout the year we hold a number of events including our All Souls Day Vigil of Light and Memorial Day celebrations to honor our loved ones.

Legacy of Faith

As a charitable organization founded in faith, CFCS provides the opportunity to help those in your community when you purchase a cemetery location by supporting the many programs that benefit the Legacy of Faith. A portion of the fee you pay over the interment right value may be tax deductible.

Burial/Interment

Catholic cemeteries are important in the life of the Church

It is natural to desire burial near those with whom we have formed bonds of friendship and love. As Christians, however, we also have spiritual bonds with one another that exist in virtue of our shared faith. Throughout history, Christians have been buried near other Christians in places that have been blessed and dedicated for prayer and remembrance.

Although Catholics may be buried or interred in non-Catholic cemeteries, burial in a Catholic cemetery reaffirms that we remain brothers and sisters in Christ, united even in death. Indeed, when the Church gathers at a Catholic cemetery to commend the deceased to God, we find ourselves surrounded by the graves and tombs of those who died in the hope that they, too, may share in new and everlasting life. In Catholic cemeteries, the faith of the deceased resonates with the living, and we realize that they did not die in vain.

In those circumstances when the deceased is buried or interred in a non-Catholic cemetery, the priest or deacon blesses the site of burial or interment.

Non-Catholics can be buried or interred in Catholic cemeteries

Both non-Catholics and non-Christians may be buried or interred in Catholic cemeteries. This may be requested in places where no other cemeteries are available or to allow the burial or interment of non-Catholic family members near their Catholic loved ones.

ADVANCED PLANNING

At Catholic Funeral & Cemetery Services, our staff of experienced Family Service Counselors is a rich resource guiding you towards minimizing stress, reducing family burden and securing today's favorable prices. They will thoughtfully assist you in planning in advance so that your wishes are met.

Benefits of planning in advance:

- Secure peace of mind
- Interest-free payment plans
- Ensure your Funeral and Cemetery wishes are met
- Avoid emotional overspending
- Reserve an inspiring location for you and your family
- Cemetery, Funeral and Cremation services are guaranteed at today's prices

CEMETERY INFORMATION

Information for: _____

Cemetery Preferred: _____

Address: _____

Phone No.: _____

☐ I own ☐ Prefer

Type of Burial Rights: ☐ Mausoleum ☐ Lawn Crypt ☐ Ground Burial ☐ Columbarium

If Owned, Name of Burial Right Holder is/are: _____

Legal Description of Burial Rights

Lot No.: _____ Section: _____

Row: _____ Block: _____

Location of Easement: _____

When contemplating your final resting place be sure you have clear entitlement to the burial rights for the lot or grave space you wish to use. If the burial rights were originally purchased by a parent or grandparent, rights may be shared equally by siblings or cousins. Possession of the Easement or verbal agreement does not constitute ownership. A simple call or visit to the cemetery offices can put your mind at ease and prevent any complications for your loved ones.

MEMORIALIZATION

☐ Upright Monument ☐ Flush Granite ☐ Flush Bronze ☐ Other: _____

Inscription: _____

Emblem: _____

Opening and Closing or Entombment fee's: ☐ Prepaid ☐ To Be Determined

The cemetery management must certify the type of memorial chosen is acceptable.

CREMATION

If cremation, what type of disposition: ☐ Burial ☐ Niche

Cremation Vault: ☐ Yes ☐ No (*Vaults may be required by the cemetery*)

FUNERAL INFORMATION

These are my funeral service wishes:

Funeral Home: _____

Address Phone: _____

Place of Service: _____

☐ Funeral Mass ☐ Memorial Mass ☐ Church Service ☐ Cemetery/Chapel ☐ Graveside

Memorial Donations may be made to: _____

Floral Preference (*type and color preferred*): _____

Casket:

☐ Open during Wake

☐ Closed During Wake

Type of Casket: ☐ Wood ☐ Metal ☐ Cremation Coffin ☐ Other: _____

Cremation:

Type of Urn: ☐ Wood ☐ Bronze ☐ Marble ☐ Other: _____

Musical Selections (*in keeping with the liturgy; please consult priest or music minister*): _____

Liturgy of the Word Desired readings (please consult priest): _____

Lector 1: _____ Lector 2: _____

Participating Organizations at Wake or Committal Service (*military, fraternal, lodge, etc*): _____

Flag (*committal service only*): ☐ Draped ☐ Folded ☐ Presented to: _____

Wake/Rosary Service: ☐ Yes ☐ No

If Yes above, Location: _____ Officiator: _____

Visiting: ☐ Public ☐ Private ☐ None

Clothing preference: ☐ From Current Wardrobe ☐ New

☐ Other: _____ Description/color: _____

Personal Accessories

Wedding Band: ☐ Stays On (Returned to: _____)

Eyeglasses: ☐ Stays On (Returned to: _____)

Other: _____ ☐ Stays On (Returned to: _____)

Pallbearer's

[illegible]

Special Instructions, including notes, awards, life achievements, pictures, Obituary Requests to be placed with the remains:

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slightly aged or off-white appearance.

INFORMATION NEEDED

Life Record - Individual

Information for:

Name: *(first, middle, last)* _____

Address: _____

Sex: ☐ Male ☐ Female

Home Phone: _____ Cell Phone: _____

Social Security Number: _____

Facebook Account: _____

LinkedIn Account: _____

Other Account: _____

Date of Birth *(mm/dd/yyyy)*: _____

Place of Birth *(City, County, State, Country)*: _____

Marital Status: ☐ Married ☐ Never Married ☐ Widowed ☐ Divorced

Name of Surviving Spouse *(maiden name if wife)*: _____

Occupation: _____

Employer: _____

Father's Name: _____ Place of Birth: _____

Mother's Maiden Name: _____ Place of Birth: _____

Person in charge of arrangements: _____

Phone: _____ Email: _____

Military Service

Branch of Service: _____ Service Serial Number: _____

Date of Entry: _____ Place: _____

Discharge of Service: _____

Place of Discharge: _____

Highest Grade, Rank, Achieved: _____

Wars/Conflicts Served: _____

Additional Information: Medals, Honors, Citations: _____

BIOGRAPHICAL INFORMATION

An obituary is important and meaningful to those loved ones left behind. Include information about your education, work, accomplishments, etc.

Place of birth and early years of childhood: _____

Schools: _____

Work information: _____

Member Organizations: _____

Parish Name: _____

Parish Committees, Commissions etc.: _____

Achievements & Special Honors: _____

MEDICAL HISTORY

Certain medical conditions may be hereditary; the following information may be helpful to your children and grandchildren.

I have received treatment for:

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Cancer | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Glaucoma | <input type="checkbox"/> Heart Disease |
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> High Cholesterol | <input type="checkbox"/> Kidney Disorder | <input type="checkbox"/> Macular Degeneration |
| <input type="checkbox"/> Other: _____ | | | |

I am allergic to the following drugs:

_____	_____
_____	_____
_____	_____

Physician: _____

Phone No.: _____

I am an Organ Donor:

☐ Yes ☐ No

I am leaving my body to Science:

☐ Yes ☐ No

I have medical devices and/or metal in my body:

☐ Yes ☐ No

ASSETS AND LIABILITIES

We understand the last thing you want to leave your family, friends and relatives with is an unexpected financial burden. A wise choice to consider is to plan and fund your funeral with trust services offered through your local Catholic Funeral and Cemetery Service or funeral professional.

Estimated Gross Assets

Bank/Credit Union Accounts: _____

Cash: _____

Notes Receivable: _____

Bank Info

Name of Bank: _____

City: _____

Type of Account: _____

Account Number: _____

Business Interests

Business Name: _____

Business Address: _____

Percent or description of Ownership: _____

Insurances

Joint & Survivor Pensions & Life Annuities: _____

Source of Income, Monthly Payment, Death Benefit: _____

Name of Company: _____

Address of Company: _____

Account Number: _____

Policy Number: _____

Miscellaneous Assets

Personal and household effects: _____

Jewelry: _____

Boats: _____

Automobiles: _____

Mutual Funds: _____

Stocks: _____

Bonds: _____

Type of Fund: _____

Company or Investment Broker: _____

Location of Certificate: _____

Statement or Portfolio: _____

Certificate or Policy Number: _____

Safety Deposit Box

Name of Bank: _____

Box Number: _____

Location of Keys: _____

Persons with Access: _____

Estimated Liabilities

Mortgages: _____

Bank Loans: _____

Credit Cards: _____

Notes Payable: _____

Taxes Outstanding: _____

Other Debts: _____

Name and Address of Company: _____

Account Number: _____

Type of Account: _____

Real Estate

Address: _____

Description: _____

Location of Deed: _____

Book & Page: _____

Address: _____

Description: _____

Location of Deed: _____

Book & Page: _____

Location of Documents

Automobile Insurance: _____

Automobile Title or Bill of Sale: _____

Certificates of Birth: _____

Certificate of Burial Rights (*Cemetery grave space*): _____

Citizenship Papers or Passport: _____

Copy of Mortgage or Lease: _____

Deeds: _____

Health Insurance Policy: _____

Home Owners Insurance: _____

Life Insurance Policies: _____

Last Will and Testament: _____

Living Will: _____

Marriage License: _____

Military Discharge Papers: _____

Passwords for Social Media sites, accounts, memberships: _____

Income Tax Records: _____

Wills: _____

EMERGENCY CONTACTS

In the event of an emergency, I/we wish to have the following people contacted immediately:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Attorney Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Insurance Agent: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

FAMILY INFORMATION

Name: _____ Relationship: _____

Email: _____ Phone No.: _____

Address: _____ City: _____

State: _____ Zip: _____

Name: _____ Relationship: _____

Email: _____ Phone No.: _____

Address: _____ City: _____

State: _____ Zip: _____

Name: _____ Relationship: _____

Email: _____ Phone No.: _____

Address: _____ City: _____

State: _____ Zip: _____

Name: _____ Relationship: _____

Email: _____ Phone No.: _____

Address: _____ City: _____

State: _____ Zip: _____

Name: _____ Relationship: _____

Email: _____ Phone No.: _____

Address: _____ City: _____

State: _____ Zip: _____

NOTIFICATIONS

Name: _____

Relationship: _____

Phone: _____

Email: _____

Name: _____

Relationship: _____

Phone: _____

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Relationship: _____

Phone: _____

Email: _____

Co-Workers

Name: _____ Company: _____

Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

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Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

Name: _____ Company: _____

Phone: _____ Email: _____

MEMBERSHIPS

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

Name of Organization: _____

Contact Name: _____ Phone: _____

Email: _____ Account #: _____

WILL INFORMATION

A Will is very important, almost everyone needs a Will. No matter how large or small your estate if you die without a Will the state and the courts will decide who will administer your estate, handle your finances and care for your minor children. With a proper Will you make the decisions. Protecting your family and your property with a carefully executed will is well worth the time and expense. It is prudent to revisit your Will as your family situation changes.

After death, the Will must be probated. It must be formally offered in court, the executor or executrix must be approved by the court, an estate inventory must be prepared and filed, debts and taxes must be recognized and paid, and finally the executor or executrix must file his or her account and request that estate assets be assigned to your designated beneficiaries.

I have a Will: ☐ Yes ☐ No

Date of Will: _____

Location of Will: _____

Personal representative (name and contact info): _____

Law Firm: _____

Name of Attorney (contact info): _____

THE LIVING WILL

DECLARATION made this _____ day of _____
(month, year). I, _____, being of sound mind, willfully and voluntarily make
known my desire that my dying not be artificially prolonged under the circumstances set forth below
and declare that:

If at any time I should have an incurable injury, disease or illness certified to be a terminal condition
by two physicians, who have personally examined me, one of whom is my attending physician, and
the physicians have determined that my death will occur unless life-sustaining procedures are used
and if the application of life-sustaining procedures are used and if the application of life-sustaining
procedures would serve only to artificially prolong the dying process, I direct that life-sustaining
procedures be withheld or withdrawn and that I be permitted to die naturally with only the
administration of medication, food or fluids or the performance of medical procedures deemed
necessary to provide me with comfort care.

In the absence of my ability to give directions regarding the use of life-sustaining procedures, it
is my intention that this declaration be honored by my family and attending physician as the final
expression of my legal right to refuse medical or surgical treatment and accept the consequences
from such refusal.

I understand the full impact of this declaration and I have emotional and mental capacity to make
this declaration.

Signed: _____

County: _____

City and State: _____

The declarant is personally known to me and I believe him/her to be of sound mind.

Witness

Witness

DURABLE POWER OF ATTORNEY

Health Care

I, _____ (name) _____, of _____, hereby make, constitute and appoint _____ hereinafter “Agent”), of _____, as my true and lawful attorney-in-fact to make health care decisions for me. I also appoint _____, as “my alternate Agent”, without authority to exercise any of the powers set forth below, except that if my Agent shall be unable or unwilling to serve or to continue to serve as such Agent, then my alternate Agent shall be fully authorized to serve hereunder and shall have all of the powers granted originally to my Agent. My alternate Agent may execute and attach hereto an affidavit to the effect that my Agent is unwilling or unable to serve or to continue to serve. Such affidavit shall be conclusive evidence, insofar as third parties are concerned, of the facts set forth. My Agent is authorized to exercise authority in matters involving my health and medical care. In exercising the authority granted herein, my Agent is instructed to try to discuss with me the specifics of any proposed decision regarding my medical care and treatment, if I am able to communicate in any manner. Specifically, in the event that I should be in a terminal condition, a coma or a vegetative state that my doctors feel is likely to be incurable or irreversible, I would want to receive medically appropriate comfort care but would not want to receive cardiopulmonary resuscitation or artificially administered food or fluids. In such circumstances, I would prefer not to be transported to a hospital if avoidable, would hope to be permitted to die in my home. In any event, I would request the administration of sufficient medication to alleviate pain or the performance of other medical procedures necessary to provide me with comfort care.

My Agent is authorized to give or withhold consent to medical treatment for me based upon any treatment choices that I have expressed while competent, whether under this instrument or otherwise. If my Agent cannot determine the treatment choice I would make under the circumstances, then my Agent should make such choice for me based upon what my Agent believes to be in my best interest. Accordingly, my Agent is authorized as follows:

1. To give or withhold consent for surgery, medication or other treatment, approve or withhold approval for hospitalization or other placement, and consult with doctors and other persons to determine the best and most appropriate course of treatment or the most reasonable and comfortable limitations on treatment.
2. To authorize the removal or withholding of medical treatment, including artificially or technologically supplied respiration, nutrition or hydration. It is my intention to provide a mechanism for such withholding or removal of life-sustaining treatment or procedures if after consultation with my treating physician my Agent, in his or her sole discretion, determines that I am unlikely to return to a cognitive sapient state and the treatment is unlikely to effect a cure.
3. To review my medical records, reports and charts and to consult with and secure information from treating physicians and employ other persons on my behalf, as my Agent may deem necessary, to assist in making medical treatment decisions.

PLANNED GIVING

A gift to your parish, parish school, church, or Catholic Cemetery by means of a bequest or trust is a way to continue your support beyond your lifetime. List your planned giving below:

Organization: _____

Contact Information: _____

Organization: _____

Contact Information: _____

Organization: _____

Contact Information: _____

Organization: _____

Contact Information: _____

Organization: _____

Contact Information: _____

Organization: _____

Contact Information: _____

PLANNED COMMUNICATION

Write a letter to your family, loved ones and children. Gain the peace of mind that comes from knowing you shared your love in case the unexpected happens.

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

IMPORTANT RESOURCES

The Social Security Administration should be notified when a person dies. There is a potential one-time benefit payment available, and Social Security benefit payments for the month of death will be reclaimed. The Department of Veterans affairs may have Burial Allowances for which you are eligible, including a funeral expense allowance, an internment allowance, headstones and markers, Presidential Memorial Certificates, and Burial Flags.

Social Security Administration

www.socialsecurity.gov
(800) 772-1213

Department of Veterans Affairs

www.va.gov
(800) 827-1000

ClearPoint Federal Bank & Trust

clearpointfederal.com

CATHOLIC FUNERAL & CEMETERY SERVICES

