

Funeral Planning Instructions

As we know this life has its time when we will take our final breath and rest with the Lord. At that time we have the opportunity with the help of our family to make a final confession of our faith, to share our legacy of faith, and for Christians to care for your final needs in the funeral service rite .

This packet contains pages of information to be filled out to help your pastor and your family with your funeral service at church, and help you share your legacy of faith.

There is a spot for choosing the hymns that will be played at your funeral service. For selecting hymns please consult *The Lutheran Service Book* or *The Lutheran Hymnal*.

The final pages of this gives you information to help you with will and estate planning if you have need. The church website will have a link to a document from LCEF about will and estate planning, & a PDF copy of this document.

When filled out please give a copy to your pastor.

FUNERAL PLANNING WORKSHEET

PERSONAL INFORMATION

Name: First, Middle, Last

Birthday: mo/day/yr

Address: Street

City

State

Zip

Phone: Home

Cell

Work

I understand that the information and instructions provided here are for the guidance of my congregation, my family, and my friends for making arrangements necessary at the time of my death. Although this information is being left for safekeeping, it is not legally binding or enforceable. I understand that this worksheet does not make the congregation or my family obliged or responsible for the execution of these instructions.

Signature

Date

CONFESSING CHRIST WITH MY FUNERAL

Jesus says, "Everyone who acknowledges Me before men, I also will acknowledge before My Father who is in heaven" (Matthew 10:32). The Christian delights in confessing the saving name of Jesus before all the world, because it is through the Lord Jesus' death on the cross that we have life and hope and peace. Because of Jesus' death for us, when our last hour comes, we will pass from death to life. Our funeral service is a worship service of the Holy Trinity, who brought us from death to life by the death of Jesus and who has now delivered us from this veil of tears to Himself in heaven. In thanks to God for His gift of eternal life, in planning our funeral we have one final opportunity to make the good confession of our Lord Jesus to men.

WHAT I WOULD HAVE MY FUNERAL SERVICE CONFESS

SCRIPTURES TO CONFESS

Psalm

Why?

Old Testament

Epistle

Gospel

FUNERAL PLANNING WORKSHEET

HYMNS TO CONFESS

Name, hymnal, and number

Why?

ADDITIONAL INFORMATION

I have a will. Location:

Funeral Home: (preferred company, contact person, phone number)

Prearrangements made for the funeral: (casket, flowers, attire, jewelry, etc.)

Prearrangements made for the burial: (cemetery, plot, tombstone)

FUNERAL PLANNING WORKSHEET

Church: (name, location, phone)

Pallbearers: (including contact information)

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-
-
-
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-
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Church arrangements: (flowers, flag, viewing, etc.)

Memorial gifts:

Notes for the care of the body: (organ donation, embalming, burial, etc.)

Notes and additional thoughts:

FUNERAL PLANNING WORKSHEET

PERSONAL HISTORY AND INFORMATION

Birth location:

Baptism date and location (church):

Confirmation date: church:

verse: hymn:

Church membership:

MARRIAGE AND FAMILY

Spouse:

Anniversary:

Children

Name

Phone

Address

Name

Phone

Address

Name

Phone

Address

Name

Phone

Address

Name

Phone

Address

FUNERAL PLANNING WORKSHEET

Grandchildren, Great-grandchildren

WORK, ORGANIZATIONS, HOBBIES, MAJOR LIFE EVENTS, AND OTHER INTERESTS (Years worked, retirement, trips, accomplishments, etc.)

Note: Please attach additional information on a separate sheet. It is also prudent to have a list of the location of all important legal, financial, and personal documents (including birth certificates, marriage license, will, stocks and bonds, titles of property, bank account numbers, insurance policies, etc.).

Estate and Will Planning info:

Below is the contact info for people that can help you in planning your estate and making a will

**1.Charlie Weible, CPA, CGMA
Weible & Associates, Co., Practice Forward Firm.
Will Planning
440-746-0780
Charlie.weible@weibleco.com**

**2.Rachel E. Lyons
Wegman, Hessler, Valore
Estate Planning, Attorney/Partner
216-642-3342
RELyons@wegmanlaw.com**

**3.Diana Raasch, M.B.A., CGP
Lutheran Church Extension Fund (LCEF)
Dir. of Donor Relations & Gift Develepoment
314-885-6476
Diana.raasch@lcef.org**

The next few pages include documents that will help you prepare for meeting with the above people. This info comes from LCEF's planning your legacy pamphlet.

The first is a Christian Preamble, the second is an estate planning goal chart*, third is a property list*, and fourth/fifth is a forms for your executor(s) and your healthcare representative/financial representative (these are your POAs).

***Estate planning goal chart, and property list are optional to keep a copy at the church. The others (Christian Preamble, and Executor Forms) are suggested to share a copy with your pastor.**

CHRISTIAN PREAMBLE

A Christian Preamble gives the opportunity to share your gift of a Christian faith as your last words to the world in your estate documents. The preamble provides hope and comfort to your heirs while sharing the gift of your faith.

Example 1-

I want my loved ones to know that I place full confidence and trust in my Lord and Savior Jesus Christ who promised, "I am the resurrection and the life; he that believeth in Me shall never die."

I leave to all my loved ones the words of our Savior – John 3:16 " For God so loved the world that He gave His only begotten Son, that whosoever believes in Him shall not perish but have eternal life."

I praise God for giving me a loving and caring Christian helpmate in my husband_____. He has been a blessing to me and a wonderful father.....

I pray that the Lord would guard and protect my children – Joseph, Jenny, John, Joshua.....
I love you so much; you have always been so special to me and I thank the Lord for you. Through your baptism, you have been received into God's family and I urge you to remain faithful to Christ until you are called home to be with the Lord. I look forward to eternity with you in heaven.

I pray the Lord would shower His blessings upon my grandchildren. I urge you to respect your parents and honor them as they have honored me.

I recognize that all of my earthly possessions are a gift from God and that my heirs will receive, through me gifts from God. May you always remember that everything you have is in trust from God. Be good and wise stewards of His blessings, managing wisely and returning to Him a generous portion for the work of His kingdom.

Example 2-

In the name of the Triune God, Father, Son and Holy Spirit. Amen.

We want our loved ones to know that we place full confidence and trust in our Lord and Savior Jesus Christ who promised: " I am the resurrection and the life. He who believes in me will live, even though he dies; and whoever lives and believes in me will never die."

A Christian Preamble is your personal witness and will often be several paragraphs.

Estate Planning Goals

An important step in setting up an estate plan is putting down on paper the various goals we have as individuals or couples. These goals include family and other heirs, Power of Attorney for Health Care, Power of Attorney for Finances, and much more.

The following are some of the common goals shared. This list will assist you in your thought process and then also in the ranking of your goals.

Goals	High Ranking	Medium Ranking	Low Ranking
Establish guardianship for minor children			
Increase current income			
Reduce estate taxes			
Provide for my congregation			
Provide for other ministries			
Provide for healthcare if disabled			
Sell appreciated assets tax-free			
Plan for my business			
Other goals ...			
...			

You and Your Contacts

Your Executor

One reason your will is important is that it allows you to name an executor, the person who will manage your estate after you pass away. In some states, the executor is known as the personal representative. Because your executor has the power to make decisions about the management of your estate, you should select a trusted person who shares your values. An executor will usually complete eight steps to ensure an orderly transfer of all of your property to the right individuals.

- | | |
|--|---|
| 1. Submit your will to the probate court | 5. Make debt payments |
| 2. Locate your heirs | 6. Resolve any estate controversies |
| 3. Determine your estate assets and values | 7. File final income tax and estate tax returns |
| 4. Pay bills and the estate attorney | 8. Distribute your assets to heirs |

Please name the person you wish to appoint as Your Executor

Name of Executor _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Please name an Alternate Executor

Name of Executor _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Guardian for Minor Children

Please name the person to be Guardian for Minor Children (If Applicable)

Name of Guardian _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Please name an Alternate Guardian

Name of Guardian _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Your Healthcare Representative

There are two primary documents that will provide for your future healthcare decisions. A durable power of attorney for healthcare empowers the person you select to make key decisions for your care. It is called a "durable" power because it is effective even if you are ill or mentally incapacitated.

A second document is a living will. If you are in your final weeks or days of life, then decisions must be made about your nutrition, hydration, resuscitation and other critical care. In some states, the living will and healthcare power of attorney are combined into an advance directive.

Please name your Power of Attorney for Healthcare

Name of Primary _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Please name your Alternate Power of Attorney for Healthcare

Name of Primary _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Power of Attorney for Finances

Do you want to create a durable power of attorney for finances? Yes No

Please name your Power of Attorney for Finances

Name of Primary _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____

Please name your Alternate Power of Attorney for Finances

Name of Primary _____ Email _____

Address _____

City _____ State _____ ZIP _____

Preferred Phone _____ Relationship _____