

**SHERWOOD EPISCOPAL CHURCH
5 SHERWOOD ROAD
COCKEYSVILLE, MD 21030
410-666-2180**

FUNERAL PLANNING

(It is suggested that you file copies of this form with the church, your attorney, and your next of kin.)

full name of person to be buried

date of birth

place of birth

current address

phone number

preferred funeral home

pre-arranged at funeral home? yes no

cremation or casket burial? cremation casket burial

cemetery _____

service in church or at funeral home? church funeral home

if church, include Holy Eucharist? yes no

choice of readings (see *BCP* pages 494-495 for suggested readings)

readers _____

remembrancer? if so, who _____

(If a family remembrance will be included in the service, one person should be chosen to speak it; others can contribute to its writing. It is preferable that the text of the remembrance be in writing so that if the person speaking it should break down, the priest can finish reading it.)

if church, choice of hymns
(Suitable hymns include 358, 493, 555, 590, 645, 671, 662, and 688)

who is empowered by your medical power of attorney, advance directive, or living will?

contact information for living relatives (parents, spouse, siblings, children) – list in full on back of page

last will and testament? _____
provision for family
bequest for the mission and ministry of the church

if veteran, branch of service, rank, and years served _____

memorials to: ___ church ___ other charity (which?)

other wishes/instructions

_____ Name _____ Date

_____ Rector _____ Date

The *Book of Common Prayer* directs all priests to instruct the people of their congregations about the stewardship of our bodies and of our possessions upon our death. It is our Christian responsibility to make prudent provision for the well-being of our families, to make wills while we are in health, and to arrange for burial and the disposal of our worldly goods. We encourage you not to neglect bequests for religious and charitable use.

This form is not intended to be a legally binding contract. It is intended to assist your survivors and the church in the care of your body and your possessions at the time of your death. The church will keep a copy on file, and we encourage you to make copies for your family members and others who may need them.

Expenses associated with funeral/burial at Sherwood Parish

Purchase of cemetery lot

Purchase and recordation of cemetery lots shall be according to the protocols of the Cemetery Perpetual Care (CPC) Committee. Cost of lot shall be as proposed by the CPC and approved by the Vestry.

Opening and filling grave

Cost of opening and filling the grave shall be according to the prices and protocols of the contractor currently used by the CPC.

Tombstones and other monuments

Cost of purchasing and setting tombstones and other monuments shall be according to the protocols of the CPC and shall use vendors/contractors approved by the CPC.

Charges payable to the church

(1) Burial service, graveside only

There shall be no charge for a graveside service for an active baptized member of Sherwood Parish (note: "active baptized member" is defined in the Canons of the Episcopal Church as a person whose baptism is recorded in the Register of this parish, and who has attended services or contributed financially at least once in the past year; a person cannot be an active baptized member of more than one parish at the same time).

There shall be a charge of \$100, payable to the church, for a graveside service if the deceased was not an active baptized member of Sherwood Parish. This charge may be waived by the Rector based on deceased's relationship to a current active baptized member.

(2) Funeral service, use of church

There shall be no charge for use of the church for the funeral of an active baptized member of Sherwood Parish.

The officiant at such a funeral shall be the Rector of Sherwood or his/her designee.

If the deceased was not an active baptized member of Sherwood Parish, the fee for use of the church for the funeral shall be \$500. This fee may be waived or modified by the Rector based on deceased's relationship to a current active baptized member.

Charges payable to the clergy

(1) Burial service or funeral service for active baptized member of Sherwood Parish

No clergy fee shall be charged for a burial or funeral service for any active baptized member of Sherwood Parish. Some families give a monetary gift to the officiating clergy member.

(2) Burial service or funeral service for deceased who was not an active baptized member of Sherwood Parish

The expected clergy fee for a funeral service is \$150-200 (\$50 for a graveside-only service). This fee may be waived or modified by the Rector based on deceased's relationship to a current active baptized member.

(3) Use of clergy other than Sherwood Parish priests

Clergy from any mainstream denomination may conduct graveside services or full funerals at Sherwood Parish. In such cases, clergy fees are negotiated directly with the officiant. However, the Rector of Sherwood Parish must approve the clergy member who will conduct the service. If the church building is used, a member of the vestry or a member of the altar guild shall be present throughout the service and shall lock up afterward.

Organist's charges

If there is to be music at the funeral, the organist's fee of \$200 must be paid directly to the organist. If there will be soloists who need to be rehearsed before the funeral, the organist may charge an additional fee for rehearsal time.