Calvary United Methodist Church

2315 South Grant Street

Arlington, VA 22202-2599

(703) 892-5185

**CUMC Funeral Information Form**

Whether death comes as a sudden, unexpected shock, or following an extended illness, we are never completely prepared. You are not alone. God, who loves you more than you can imagine, who knows your grief intimately, who has made Himself known to us in Jesus Christ, to share our griefs, our suffering, even our death, so that we might share in His Resurrection and be one with Him, is with you – whether or not you feel His presence. This is God’s promise to you and your loved ones.

This form serves as a start of the conversation between the Pastor, the church, and the family around the funeral liturgy and process. If you have a particular question which is not addressed here, please bring it to one of our pastors or other staff members. Use this form as a guide to plan the funeral service for the deceased at Calvary United Methodist Church. We understand if you do not currently have all this information finalized but hope that this guide can be a starting point. Above all, we are praying for you, and for the one dear to you who has died.

Name of the Deceased: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Death: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Service: \_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Service: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 I would like to schedule a funeral service to be held in the CUMC Sanctuary

🞏 I would like to request Pastor Amy Beth to be present for an off-site funeral

🞏 I would like to schedule a funeral reception to be held at CUMC

Date of Reception: \_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Reception: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Primary Contact Information:**

First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_

Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

**Funeral Liturgy:**

Funeral Services at CUMC follow the basic outline of “A Service of Death and Resurrection”, provided by the United Methodist Church and outlined in the United Methodist Hymnal (p. 870-875). Below is a basic outline of the service conducted by CUMC:

Prelude

Words of Gathering

Hymn

Words of Grace

Prayer of Thanks

Scripture

Special Music

Sermon

Words From the Family

Closing Prayer

Hymn

Benediction

**Participants in Funeral Service:**

Use this section to list any special volunteers or participants for the funeral service

|  |  |  |
| --- | --- | --- |
| Name | Relationship to Deceased | Role (scripture reading, Eulogy/words, Special Prayer, etc.) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Music for Funeral Service:**

CUMC provides the Organist/Pianist for the funeral service. Please let the Pastor know if you are looking to have a soloist(s) perform in the funeral liturgy. Use this space to list any hymn or song requests and to work with the Pastor to determine hymns for the service.

Some Popular Hymns include:

Amazing Grace A Mighty Fortress is Our God

How Great Thou Art Because He Lives

Hymn of Promise For All the Saints

It is Well With My Soul Surely The Presence of The Lord

He Leadeth Me

Hymn 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hymn 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hymn 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Pieces: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special Soloist(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Song: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Liturgy Requests:**

Use this section to list any specific requests related to the service liturgy. The Pastor will work with you for these selections for the service.

Scripture Reading: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gospel Reading: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 I would like to include a service of Holy Communion

🞏 I have a specific prayer or part of liturgy I would like to speak to the Pastor about,

**Funeral Costs:**

A Member is a baptized and confirmed member of Calvary United Methodist Church. Calvary does not provide any additional services such as catering for the funeral reception.

|  |  |  |
| --- | --- | --- |
| Use of Facilities | Free - Members | $500 – non-members |
| Minister, Pastor Amy Beth\* | Free - Members | $500 – non-members |
| Organist, Dennis Thorp\* | $250 - Members | $300 – non-members |
| Special Musician,\*\* | $200 – Members estimated | $300 – non-members estimated |
| Custodian, Guaranteed Cleaning\* | $150- Members | $150 – non-members |

\*Checks should be made out to these persons directly

\*\*Most funeral services at calvary feature a special musician to lead hymns and sing special music during the service, Calvary will provide said musician and will inform you of the cost associated with it

**Outside Groups and Vendors for Funeral:**

Please use this section to list any outside vendors who will need access to the church for the ceremony. List N/A if you are not using these vendors for the service. Calvary Church does not provide refreshments for service receptions held at the church.

Florist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What will be done with the flowers following the service: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Catering: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will the catering company need access to the CUMC Kitchen (yes or no): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Other Information:**

**If you have specific photos, you would like to include with the bulletin please send them to the Church administrator at admin@calmeth.org**

Will there be any special displays for the service (photos, albums, keepsakes): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Notes/Requests:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_