



St James Episcopal Church

Funeral Liturgy without Eucharist Planning Sheet

The loss of a loved one is a most painful time for a family. We at St. James Church want to be present for you and to offer you our support and prayer as you prepare the funeral liturgy. Our parish priest will be happy to go over the selections on this planning form with you. Please call Fr. Lewis D. Crusoe, our Rector at 231-818-9262.

Full name of the Deceased: _____

Age at death: _____ Contact Person: _____

Contact phone: _____

Email Address: _____

Funeral Liturgy: Livestream ☐ Yes ☐ No

Date _____ Time _____ Narthex Visitation ☐ No ☐ Yes @ _____ ☐ AM ☐ PM

Musician _____ Cantor _____

Server(s) _____

Opening Hymn ☐ No-Recited Anthems ☐ Yes _____

Placing of the Pall ☐ Family ☐ Funeral Directors ☐ Pall Bearers ☐ Friends

First Reading (OT) _____ Lector _____

Psalm Response _____

Second Reading (NT) _____ Lector _____

Sequence Hymn _____

Gospel _____

Eulogies and Sermon

Will there be a eulogy? ☐ No ☐ Yes, by _____

Will there be a sharing of memories? ☐ No ☐ Yes If yes # of people speaking _____

Will the presider/priest be expected to preach a sermon? ☐ Yes ☐ No

Prayers of the People _____ Reader _____

Optional Special Music ☐ No ☐ Yes _____

Closing Hymn _____

Is there a reception following the funeral? ☐ Yes ☐ No

If Yes, Where _____

Do you want the priest to announce it at the end of the service? ☐ Yes ☐ No

Do you want any reception to be announced/noted in the funeral worship aid? ☐ Yes ☐ No

PLEASE SEE NEXT PAGE

We need the following information for the official Church/Parish records:

Rite of Committal/Burial

Will burial follow the Service ☐ Yes ☐ If No, when _____

Cemetery _____ in _____

Date of burial, if not following funeral liturgy _____

Please let the Church know when burial has taken place so it can be noted in our burial records.

Additional information

Date of Birth _____ Place of Birth _____

Date of Death _____ Place of Death _____

Cause of death _____

Thank you for taking the time to share your wishes with care and thoughtfulness.

What you have offered here will help us create a liturgy that honors your intentions with reverence, reflects the life and love of the one who has died, and bears witness to the hope we share in Christ. These choices become part of a sacred story — one of memory, meaning, and grace.

Please know that we are here to support you, and that you and your loved ones are held in our prayers as we walk this holy path together.