



Funeral & Memorial Arrangements

TODAY'S DATE: _____

FIRST, MIDDLE (OR INITIAL), LAST NAME: _____

DATE OF BIRTH: _____ DATE OF DEATH: _____

LAST KNOWN ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

FUNERAL HOME: _____

PHONE: _____ CONTACT NAME: _____

INTERMENT DATE: _____ LOCATION: _____

CASKET/CREMAINS AT SERVICE: ☐ NO ☐ YES → CASKET: ☐ OR CREMAINS: ☐

CONTACT NAME: _____ RELATION: _____

PHONE: _____ E-MAIL: _____

CONTACT NAME: _____ RELATION: _____

PHONE: _____ E-MAIL: _____

MEMBER OF SAINT BARNABAS'S: ☐ NO ☐ YES

SERVICE INFORMATION:

SERVICE DATE: _____ TIME: _____

LOCATION: ☐ CHURCH ☐ CHAPEL ☐ CHAPEL GARDEN ☐ MEMORIAL GARDEN

TYPE OF SERVICE: ☐ MEMORIAL ☐ RITE I ☐ RITE II ☐ EUCHARIST

CELEBRANT: ☐ REV. W. (WILL) H. MEBANE, JR. ☐ OTHER*: _____

EUCHARIST: ☐ NO ☐ YES ADDITIONAL SERVERS: ☐ NO ☐ YES → NAMES: _____

CRUCIFER: ☐ NO ☐ YES LEM(VERGER): ☐ NO ☐ YES → NAMES: _____

PALLBEARERS: ☐ NO ☐ YES → NAMES: _____

USHERS NAMES: _____

EXPECTED NUMBER OF GUESTS: _____ NO. OF RESERVED ROWS: _____

NEED FOR GUEST BOOK? ☐ NO ☐ YES NEED FOR EASELS FOR PHOTOS? ☐ NO ☐ YES

FLOWERS: ☐ NO ☐ YES → PROVIDED BY: ☐ FAMILY ☐ FLOWER GUILD ☐ OTHER: _____

OBITUARY: ☐ NO ☐ YES

RECEPTION: ☐ NO ☐ YES → LOCATION: _____

REMEMBRANCES: (THIS IS OPTIONAL): ☐ NO ☐ YES →

NAME: _____

NAME: _____

SHOULD BE NO MORE THAN 2 PEOPLE, HAVE A WRITTEN PRESENTATION OF NO MORE THAN 3 MINUTES EACH
(200-300 WORDS)

READINGS:

FIRST LESSON: _____ READ BY: _____

PSALM: _____ READ BY: _____

SECOND LESSON: _____ READ BY: _____

GOSPEL: _____ SERMON: _____

HOMILY: _____

APOSTLE'S CREED: ☐ NO ☐ YES

COMMENDATION: _____

COMMITTAL: ☐ NO ☐ YES INTERMENT AFTER THE SERVICE: ☐ YES ☐ NO → LATER DATE: _____

MUSIC:

ORGANIST: ☐ DEBORAH GEMMA ☐ OTHER*: _____

*ASSIGNED BY RECTOR OR MUSIC DIRECTOR

HYMN CHOICE: _____

HYMN CHOICE: _____

HYMN CHOICE: _____

IF EUCHARIST IS BEING OFFERED:

OFFERTORY HYMN: _____

COMMUNION HYMN: _____

NOTES/COMMENTS

FEES FOR FUNERALS - MEMBERS

Priest:	Honorarium may be made to The Rev. Will Mebane or The Rev. Everett Perine
Organist:	\$200 check made to Deborah Gemma
Soloist:	To be determined
Sexton:	\$75 per hour (invoice will be sent following the service)
Church:	\$300
Chapel:	\$250
Gardens:	\$200
Great Hall:	\$200 with reception \$350
Parish House:	\$150 with reception \$300
Tent:	\$200 with reception \$400

FEES FOR FUNERALS - NON-MEMBERS

Priest:	\$300 check made to The Rev. Will Mebane or The Rev. Everett Perine
Organist:	\$200 check made to Deborah Gemma
Soloist:	To be determined
Sexton:	\$75 per hour (invoice will be sent following the service)
Church:	\$600
Chapel:	\$450
Gardens:	\$400
Great Hall:	\$300 with reception \$450
Parish House:	\$200 with reception \$400
Tent:	\$300 with reception \$500

Use of facility may be arranged through the Church Office 508-548-3863 and will be based on availability, number of hours requested, and other operational needs.