

Funeral Service Planner

An order of service, readings for grief, and the questions to ask the family.

"Blessed are they that mourn: for they shall be comforted." Matthew 5:4

Service details

Name of the deceased	
Date of birth / death	
Service date, time, place	
Funeral home and director	
Family contact and phone	
Burial or committal	

Questions for the family

1. What three words describe them best?
2. What did they love? Work, hobbies, places, people.
3. A favorite story the family tells about them.
4. How did their faith show up in everyday life?
5. Favorite hymns, songs or scripture?
6. Who would like to speak, read or pray?
7. Anything they asked for, or asked to avoid, at their service?
8. Is there any hard part of their story I should handle with care?

Sample order of service

#	Element	Who / notes
1	Prelude and family seated	
2	Welcome and opening scripture	
3	Opening prayer	
4	Hymn or song	
5	Obituary or life story	

6	Family and friends share	
7	Scripture reading	
8	Message of hope	
9	Prayer	
10	Closing song and benediction	
11	Recessional / committal	

Readings for grief and hope

- Psalm 23: The Lord is my shepherd
- Psalm 46: God is our refuge
- Psalm 121: My help cometh from the Lord
- Ecclesiastes 3:1–8: A time for everything
- Isaiah 40:28–31: They shall mount up with wings
- Lamentations 3:22–26: His compassions fail not
- John 11:25–26: I am the resurrection
- John 14:1–6: In my Father's house
- Romans 8:31–39: Nothing can separate us
- 1 Corinthians 15:51–57: Death is swallowed up
- 1 Thessalonians 4:13–18: Grieve with hope
- Revelation 21:1–5: He will wipe away every tear

Care after the service

- ☐ Call or visit the family within the first week
- ☐ Note the date of death for a reminder at 1 month, 6 months and 1 year
- ☐ Holidays and birthdays: send a card or note
- ☐ Suggest a grief group (for example, GriefShare) when they are ready