

Personal Pre-Planning Funeral Guide For

Provided by



Memorial Park Funeral Home & Cemetery
2030 Memorial Park Drive
Gainesville, Georgia 30504
Phone: 770-287-8227

Memorial Park Funeral Home Riverside Chapel
989 Riverside Drive
Gainesville, Georgia 30501
Phone: 770-297-6200

Memorial Park Funeral Home South Chapel & Cemetery
4121 Falcon Parkway
Flowery Branch, Georgia 30542
Phone: 770-967-5555

A PERSONAL MESSAGE FROM THE Staff of Memorial Park Funeral Homes and Cemeteries

Too many times families come to us to make arrangements for a loved one and say,
“I wish I knew what she would have preferred.”

“He never said . . . I wish I knew.”

With this planning guide, we trust that any confusion, uncertainty or unnecessary expense will be avoided.

Our goal is to ensure that all of your personal choices are carried out exactly as you desire.

Your planning guide should be kept in a safe place that is readily accessible to your family. It should **not** be kept in a safe-deposit box. If you would like, you are welcome to keep a copy on file in our office.

For your convenience, an Identification Card is included with the Guide. We suggest that you sign and date it, and carry it with you to ensure that your pre-planning needs are honored.

We are here to serve your needs professionally and sensitively.

Should you have any questions regarding these arrangements, please feel free to stop by our office or call at any time.

Sincerely,

The Staff of Memorial Park Funeral Homes and Cemeteries

To Those I Love . . .

I leave with you the following wishes.

*I realize that circumstances may not permit for all or any of my
desires to be
carried out.*

*My request is that you will honor these wishes, as much as possible,
as you
remember me.*

*I trust that the following will be a source of reassurance and
comfort in the days ahead.*

*It is my desire that this will also help to avoid any confusion or
uncertainty
and unnecessary expense.*

Love,

Signed _____ Dated _____

PERSONAL RECORD

Before burial or cremation can take place, it is necessary to have the following vital information obtained for the death certificate, which is filed and registered at the Hall County Health Department.

FULL NAME: _____
First Middle Last

BIRTH DATE: _____ **PLACE:** _____
Month Day Year City State Country

WERE YOU EVER IN THE U.S. ARMED FORCES? Yes No

MARITAL STATUS: Married Never Married Widowed Divorced

SPOUSE (If wife, give maiden name) _____

YEAR YOU WERE MARRIED _____ **CITY/STATE** _____

SOCIAL SECURITY NUMBER _____

EDUCATION (Specify highest grade completed or degree earned) _____

USUAL OCCUPATION (Give kind of work done during most of working life. - DO NOT SAY RETIRED) _____

KIND OF BUSINESS OR INDUSTRY _____

HISPANIC ORIGIN OR DESCENT: Yes No

If yes, specify: Cuban, Mexican, Puerto Rican, etc. _____

RACE YOU CONSIDER YOURSELF TO BE:

_____ specify: Caucasian, Asian, American Indian, Black/African-American, Hispanic, Other (name)

RESIDENCE _____
Number Street City/County/State Zip/Postal Code

RESIDENCE INSIDE CITY LIMITS? Yes No

LENGTH OF TIME AT RESIDENCE: _____

FATHER'S NAME: _____

MOTHER'S NAME _____
First Middle Last
First Middle Maiden Name
BURIAL or CREMATION • NAME OF CEMETERY _____
(please circle one)
PRIMARY PHYSICIAN _____
Name Phone

OBITUARY INFORMATION

The following are hobbies and/or personal interests I would like included in an obituary:

Clubs, lodges, membership in various organizations, church affiliation and activities:

Military service:

Special Recognition and/or Achievements:

Other information I would like to be included:

Survived by (*additional pages may be added*):
Name Relationship City & State

Pre-deceased by (*additional pages may be added*):

Name Relationship Year of Death

CEREMONY OF REMEMBRANCE

I prefer a FUNERAL CEREMONY with burial or cremation to follow

held at Moles Funeral Home Chapel in _____

held at church (specify): _____

other (specify): _____

I prefer

open casket

viewing only at the funeral home prior to ceremony

family and friends only

immediate family only

no viewing/no open casket

it doesn't matter

I prefer only a GRAVESIDE ceremony held at _____

I prefer only a MEMORIAL ceremony at _____
with burial or cremation preceding (circle one)

I prefer

MILITARY Ceremony

LODGE Ceremony

OTHER Ceremony

I suggest the following to be Casketbearers:

MUSIC

Special music Pre-recorded by _____

Person/s I would like to have sing at my service _____

Solo Duet Quartet Choir

Organ Organ/Piano Piano Other (please describe) _____

Person/s I would like to have play _____

Songs I would like played/sung: _____

Congregational singing - with the following songs: _____

No music

6

I would like the following Bible verses read (I prefer _____ version of the Bible):

Please include the following readings or poetry (*these can be attached*):

BURIAL/CREMATION/MARKER INSTRUCTIONS

My preference regarding disposal of my body is:

Ground burial in _____ Cemetery

I have purchased a plot

I have not purchased a plot

Mausoleum in _____ Mausoleum

I have purchased a crypt

I have not purchased a crypt

Cremation

I prefer that my cremated remains (ashes) be interred in a:

mausoleum (niche) burial plot

I have purchased a: niche burial plot

I have not purchased a niche or burial plot

Scattered

Other (please explain) _____

MARKER/HEADSTONE

A marker/headstone would be my desire — with the following inscription/guideline:

PERSONAL PREFERENCES

Glasses to be worn: Yes No

Glasses to remain with me: Yes No

Remove before interment and return to: _____

Jewelry to be worn: _____

Jewelry to remain with me: Yes No

Remove before interment and return to _____
Other _____

OFFICIANT

My first preference for clergy/speaker is: _____ Ph# _____

Second choice: _____ Ph# _____

Some things I would like to have shared at the ceremony would be *(you may wish to attach additional pages)*: _____

SUGGESTED MEMORIAL DONATIONS (optional):

I want my family and friends to know of my appreciation of the following organizations, ministries, and/or charities:

Name & Address _____

Name & Address _____

Name & Address _____

INSURANCE INFORMATION

Please contact the following regarding my:

Life Insurance Policy

Insurance Company _____ Policy# _____

Agent _____ Phone# _____

Insurance Company _____ Policy# _____

Agent _____ Phone# _____

Pre-Need Funeral Insurance

Insurance Company _____ Policy# _____

Agent _____ Phone# _____

Insurance Company _____ Policy# _____

Agent _____ Phone# _____

Other

Insurance Company _____ Policy# _____

Agent _____ Phone# _____

Questions Sometimes Asked

Which is “right” — burial or cremation? Choosing burial or cremation is a very *personal* decision. There is no “right” or “wrong.”

How much should we spend on funeral expenses? Choose only what you want and are willing to pay for.

Do we have to view the body? No. Viewing the body, though, can help to give closure and help family and friends to express their grief.

Do we need to have a ceremony? A ceremony helps to give closure. For many it provides an opportunity for family and friends to gather together to express their grief and sadness. It also can be a time to celebrate and honor the memories and life of their loved one.

Should children attend the service? Yes, if they would like to. Children of any age need closure also.

Should clergy or musicians receive payment or a gift? An honorarium is normally appropriate and can be arranged through your funeral director.

What should we do with the cremated remains? These can be placed in an urn to be buried, stored in a vault, kept at home, or scattered. (Check with your funeral director about any legal restrictions.)

What about whole-body donation for medical research? These arrangements must be made in advance with a medical school.

Organ donation? This should also be discussed in advance with your funeral director.

When will I stop hurting? It is never easy to let go, either of the one we love or of the grief we feel as a result of the loss. The funeral director will be able to point you to many valuable resources.

This is probably a really silly question . . . There are no silly questions. Call your funeral director at any time with any question or concern you may have!

GLOSSARY

Burial — Interment by burial in a grave

Burial Liner — Outer burial container for a casket, a minimum requirement by most cemeteries

Burial Vault — Protective outer burial container for a casket

Casket — The box-like container the body is placed in

Cemetery/graveyard — Private, military or community grounds for burying the dead

Columbarium — An arrangement of niches to hold cremation urns, usually fronted by glass, bronze, marble or granite and may be located either indoors or outdoors

Cremated remains — Remains recovered following cremation

Cremation — The reduction, by direct flame, of the body to its basic elements

Crypt — Cubicle designed to contain a casket usually in a mausoleum

Embalm — The preserving and sanitizing of the body

Funeral Ceremony — A service or rite, religious or non-religious, held at a funeral home, church or elsewhere with the body present

Graveside Ceremony — A service or rite, religious or non-religious, held at the cemetery with casket (interment) or urn present (inurnment)

Mausoleum — A building consisting of crypts (entombment)

Memorial Artwork — Bronze sculpture, or other fine art, designed for the purpose of honoring the memories of a life lived

Memorial Ceremony — A gathering of family and friends (religious or non-religious) held at a funeral home, church or elsewhere without the body present.

It takes place after burial or cremation

Niche — The space for cremated remains in a columbarium, mausoleum or other structure

Open Casket — An option available for viewing of the deceased.

Remains — Usually referring to the body but may include cremated remains.

Urn Vault — Outer container for urn or cremated remains, a requirement by some cemeteries

Urn — The vase or container used for cremated remains

Viewing/Visitation — An option available for viewing the body, either private, family only or public, scheduled prior to services