

GUIDELINES FOR FUNERAL~SS Cyril & Methodius Catholic Church

During this difficult time of bereavement, SS Cyril & Methodius Catholic Church is providing you with some guidelines and names of contact persons to assist you with funeral arrangements, etc. We are here to help you in anyway that we can. Please do not hesitate to call with questions.

Please check with the Pastor/Parish Secretary for use of the Church for your funeral. Phone number is 512-859-2223. Fax 512-859-2223 E-mail sscmchurch@gmail.com

Please discuss attached planning form with the Pastor and family, fill out the needed parts and return to the Pastor or Parish Secretary. We will make every effort to help you to have a dignified and comforting service for you and your loved ones.

Cemetery contacts:Holy Cross: Parish Office 512-859-2223

Calvary: James Cervenka 512-859-2311

For use of the Parish Hall for luncheon after the funeral, contact the Hall 512-859-2236
Hall rental will be \$100 for parishioners and \$150 for non-parishioners. The family is responsible for making food arrangements and for finding workers for the funeral luncheon

A separate gift is in order for the Celebrant (\$50)

Choir (Optional)

Contact: Guitar Group-Rosanne Naizer 512-859-2542

If special music is requested, please meet with music minister or priest ahead of time.

Organist (\$25-50) Call Parish Office for contacts (Choirs provide their own)

Altar Servers: (\$5 each) Contact Parish Secretary

Lectors & Eucharistic Ministers: Contact Parish Secretary

Memorial Cards and Mass Cards are available at the entrance of the Church and the Funeral Homes. After the Funeral, Cards may be brought to the Parish Secretary once acknowledgements are made. Please call the Secretary for an appointment at your convenience

Rosary: (optional) Set time and place. May be led by a member or friend of the family

Funeral: With Mass in Church or in Funeral Home or Graveside only (Arrange with Pastor)

If another Priest/Deacon is being asked to have the service, please check with the Pastor first.

The viewing of the body is done at the funeral home and if necessary at Church, before Mass.

Viewing the body after Mass disrupts the continuation of the Liturgy, which ends at the cemetery. It also deprives the priest of escorting the body to the funeral coach.

FUNERAL LITURGY PLANNING FORM (Keep this form)

Deceased: _____ Date of Death: _____

Next of Kin: _____ Phone# _____

Address: _____

Email: _____

Rosary: (optional) Date: _____ Time: _____ Place: _____ Presider: _____

Funeral: Date: _____ Time: _____ Burial: _____

____ With Mass in Church: Celebrant: _____

____ Funeral Home Only Celebrant: _____

____ Grave side Only Celebrant: _____

____ Reception or Dinner @ _____

If with Mass: Expected Attendance: _____

Number receiving Communion: _____

Choir: _____

Altar Servers:(3) _____

Lectors: _____

Gift Bearers: _____

Extraordinary Minister of Holy Communion: _____

Recommended: Entrance Hymn: _____

Presentation Hymn: _____

Communion Hymn: _____

Closing Hymn: _____

Reading selection: 1st Reading (Old Testament): _____

Responsorial: (Sung or Recited): _____

2nd Reading (New Testament): _____

Gospel: _____ Eulogy Y/N _____

FUNERAL LITURGY PLANNING FORM (Return to Parish Secretary)

Deceased: _____ Date of Death: _____

Next of Kin: _____ Phone# _____

Address: _____

Email: _____

Rosary: (optional) Date: _____ Time: _____ Place: _____ Presider: _____

Funeral: Date: _____ Time: _____ Burial: _____

____ With Mass in Church: Celebrant: _____

____ Funeral Home Only Celebrant: _____

____ Grave side Only Celebrant: _____

____ Reception or Dinner @ _____

If with Mass: Expected Attendance: _____

Number receiving Communion: _____

Choir: _____

Altar Servers:(3) _____

Lectors: _____

Gift Bearers: _____

Extraordinary Minister of Holy Communion: _____

Recommended: Entrance Hymn: _____

Presentation Hymn: _____

Communion Hymn: _____

Closing Hymn: _____

Reading selection: 1st Reading (Old Testament): _____

Responsorial: (Sung or Recited): _____

2nd Reading (New Testament): _____

Gospel: _____ Eulogy Y/N _____