

It's an Act of Love

Help Your Family and Friends Navigate Your Funeral

2016



Edenton Street
UNITED METHODIST CHURCH

IT'S AN ACT OF LOVE

Dear friend,

Have you ever been to a funeral or memorial service that it was a worshipful and memorable service? Would you like to provide others with the key to a worshipful and memorable service in honor of you?

Pre-planning your funeral or memorial service is a gift you can give your loved ones, family and friends. In so doing, you can express your desires regarding your funeral or memorial service. It is the prayer of Edenton Street United Methodist Church that you may find comfort and peace in completing this guide: It's an Act of Love.

Scripture reminds us of Mary's act of love toward Jesus, prior to his crucifixion, when she poured oil on Jesus' head. The disciples question Mary's action and Jesus responds,

“She has performed a good service for me. For you will not always have me. By pouring this ointment on my body she has prepared me for burial. Truly I tell you, wherever this good news is proclaimed in the whole world, what she has done will be told in remembrance of me.” Matthew 26:6-13

Help us to tell your story well when we thank God for your life and for the gift of resurrection through Jesus Christ our Lord.

In Christ,

The Pastors of Edenton Street United Methodist Church

NOTE FOR THE PLANNER

This booklet is to help you plan the many details that come upon us when we pass through God's earthly kingdom into God's heavenly kingdom. Such a plan can give you peace and be an excellent gift for those you love. While this will not answer every question you will have, it is a good starting point.

Please give your family members and friends the information in the paragraph below.

NOTE FOR FAMILY MEMBERS, UPON THE DEATH

At the time of death, please notify the church office (919-832-7535) or the emergency phone after office hours (919-345-8435). Also notify the Funeral Home or Cremation Facility that you have chosen. The Funeral Home and our clergy and staff will work together with you on the schedule and location of the service.

**“Death is never a sign that God has abandoned us,
no matter what the circumstance of the death might be.
As Christians we must always be prepared to
surrender the gift of mortal life and claim the gift of eternal life
through the death and resurrection of Jesus Christ.”**

The United Methodist Book of Discipline

GENERAL INFORMATION

Name: _____
(First) (Middle) (Last) (Maiden)

Address: _____
(City/County) (State) (Zip Code)

Gender: M / F Home Phone: _____ Cell Phone: _____

Social Security Number: _____ - _____ - _____ Date of Birth: _____

Place of Birth: _____
(City/County) (State) (Country)

General Occupation: _____ Type of Business/Industry: _____

Significant Employers: _____

Education (Highest Grade Completed): Elementary/Secondary _____ College _____
0-12 1-4 or 5+

Institutions and Degrees: _____

Married _____ Widowed _____ Divorced _____ Never Married _____
(Date) (Date) (Date)

Name of Surviving Spouse: _____
(Full Name, Including Maiden Name if Applicable)

Number of Children: _____

Names of Surviving Children and Locations _____

Healthcare Power of Attorney: _____ Phone #: _____

Pre-paid Funeral Expenses: _____ Phone #: _____

Medical Doctor: _____ Phone #: _____

NOTIFICATION OF DEATH

Father's Full Name: _____

Birth Date/Place: _____ Living? ____ Y ____ N

Contact Information: _____

Mother's Full Name: _____

Birth Date/Place: _____ Living? ____ Y ____ N

Contact Information: _____

I am an organ donor. Yes / No

I have chosen to donate my body/tissues/organs for research. Yes / No

I have an Advance Directive (Living Will): Yes / No Location: _____

First person(s) to contact in the case of illness or death (Name, Address, Phone):

Contact Person for Completing Arrangements

Informant's Name: _____
(Name) (Phone Number)

Address: _____
(Address) (City) (State) (ZIP)

Location of House and Car Keys: _____

Location of Current Address Book, Wallet, etc.: _____

Passwords for Phones, Computers, Email, Special Accounts: _____

FUNERAL INFORMATION

Name: _____

Memorial Park/Cemetery/Columbarium Preferred: _____

Address: _____

Contact Person: _____

Phone #: _____

I Own Prefer

Type of Arrangements: Family Estate Companion Single

Type of Burial Rights: Mausoleum Lawn Crypt Ground Burial
 Cremation w/ Memorialization

If Owned, Name of Person Whom Interment Rights are Deeded to: _____

Legal Description of Burial Rights: _____

Location of Deed: _____

Memorialization: Upright Monument Memorial Plaque Bronze Plaque
 Granite Plaque

Other: _____

Inscription: _____

Emblem(s): _____

Family present during closing of Property? Yes No

Opening and closing of Property: Prepaid To be determined

If Cremation, What type of disposition? Burial Niche Scattering Garden
 Cremation Garden

Other: _____

Cremation Memorial Plaque Inscription:

Cremation Remains Container: _____ Urn _____ Keepsake Memorial _____ Other _____
Description: _____

Additional Remarks/Special Instructions/Items to be placed with the remains, etc.

My Obituary should appear in the following newspapers: _____

ESUMC COLUMBARIUM

What is a columbarium? Simply described, it is a wall of niches for urns that contain the cremains of loved ones. The reservation of niches, like the reservation of cemetery plots, makes the columbarium self-perpetuating and permanently maintained. Niches in the columbarium walls are reserved by members of the church in the same way that cemetery plots are reserved. With the reservation of a niche, the members receive a folder containing the following:

- A copy of the reservation contract.
- A copy of the Rules and Operating Procedures.
- A certificate acknowledging the reservation and indicating the specific niche and its location.

The columbarium is in two sections at the rear of our present churchyard garden. It is enclosed by a low brick wall for privacy, but without a “closed-in” feeling. Each section is accessed by an attractive iron-grate gate bearing the motif of a cross.

Each inurnment niche is covered by a beautiful granite faceplate on which the names and dates of birth and death of the deceased are to be engraved.

At all times the columbarium will be a dignified place of peace and beauty, an asset to our church and a fitting memorial to its departed love ones.

The **Memorial Walkway** exists, hand in hand with the Columbarium, as its floor where church members may honor the memory of those buried elsewhere. The Memorial Walkway is of matching brick with granite plaques inserted bearing the names of those memorialized. The center of each section is an attractive planter housing living plants.

Memorial Tablets are granite tablets on the walls of the interior planters where the names of memorialized church members are affixed on bronze plaques. The Memorial Tablets are established at the ends of the planters. The sides of the planters also bear benches for meditation and prayer.

Contact our Business Administrator for information on the columbarium at: 984-200-2604.

ANATOMICAL GIFT TO SCIENCE

You or your loved one may have chosen to donate your body, tissue or organs for anatomical research. There are a wide variety of universities, medical schools, healthcare institutions and research facilities that will receive this gift with dignity and gratitude for the future legacy of hope. Accredited organizations can be found through the American Association of Tissue Banks, www.aatb.org, which sets the ethical guidelines for the recovery of body cells and tissue in a way that respects the donor's and families wishes.

In preparation for the donation, one needs to contact the agency or institution and register; they may send you a card to verify the registration. Each agency or institution has its own protocol. Some will pay for transportation of the body and others may charge a transporter fee. Your next of kin needs to be informed of the agency or institution location and contact information. The agency or institution will file all necessary authorizations and documentation.

Following the completion of the study of the donated body, the institution or agency will have the body cremated and returned (sometimes by mail) to the family for interment. In the case of universities this may take up to a year, but with some agencies the cremains are returned within three to four weeks. Certified copies of the death certificate may be sent with the cremains or mailed separately.

Memorials: Some donation programs will pay for a memorial service if you donate a body. There also tends to be a lot less ceremony involved in body donation. For the bereaved who are more accustomed to traditional funerals it can be difficult to understand the process and the reasons behind it in their time of grief. This concern may be addressed by conducting a memorial service. The body need not be present for a memorial service. Once the cremains are received it is acceptable to have an interment

GREEN BURIAL

A green burial occurs when there is no embalming or burial vault which reduces a person's carbon footprint. The burial container is made of natural biodegradable materials such as a pine box, shroud, wicker basket, wool, or bamboo. The site is marked by a rock or other form of naturally occurring or living material that can be painted or engraved with the person's name and used as a memorial marker. Persons who want to lessen their carbon footprint choose a green burial where no chemicals or metals are added to the eco system. The land selected for green burial is a natural and protected environment often wooded providing a perpetual natural habitat.

Information on certified natural burials can be obtained from the Green Burial Council at www.greenburialcouncil.org or in North Carolina at Pine Forest Memorial Gardens, 919-556-6776, www.pineforestmemorial.com.

MY WORSHIP SERVICE PLANS

Name: _____ Date: _____

In planning your funeral or memorial service, we suggest you consult The United Methodist Hymnal (UMH), pages 870-875, to see how our church has traditionally thanked God and honored the dearly departed through the Service of Death and Resurrection. Hymnals can be borrowed from our church library.

Worship Service:

The worship service provides comfort and strength to the mourners, honors your memory and wishes, and bears witness to the hope of resurrection in Christ. The following are the types of funeral and/or memorial services that are customary at Edenton Street UMC.

1. Funeral Service at church (with casket/cremains present) followed by the Burial/Inurnment Committal Service—either public or private.
2. Burial/Inurnment Committal Service—either public or private—followed by Memorial Service at church (no casket/cremains present).
3. Burial/Inurnment Committal Service only, at graveside or columbarium.

*Timing and location of the services are planned by the pastor in consultation with the family and the Funeral Home. Also, at Edenton Street UMC, caskets are closed during the funeral service. We suggest the casket or urn be covered by the church pall, which signifies our unity as brothers and sisters in Christ with all those who have gone before us and all who will come after us.

Visitations and Wakes:

The schedule and location are determined by the family, Funeral Home, clergy and staff. By custom, visitations may take place the day before the worship service, either prior to the beginning of the service or following the service. Visitations may take place at the home of the deceased or a family member, in the Funeral Home, or at the church.

Because it is difficult under emotional stress to plan wisely, the church encourages its members to discuss and plan in advance the arrangements that are necessary at the time of death. Pre-planning your funeral arrangements is a gift you can give to your loved-ones.

Hymns:

Congregational hymns are a beautiful part of the worship service. On pages 941-942 in the Hymnal, there is a list of some 60 hymns that are suggested for Funerals and Memorial Services. Pick 4 or 5 that you like, and then your family and pastors might choose to use 2 or 3 in the service.

Opening Hymns

- A Mighty Fortress Is Our God No. 110
- Christ the Lord Is Risen Today No. 302
- Fairest Lord Jesus No. 189
- For All the Saints No. 711
- God of Grace and God of Glory No. 577

- Great Is Thy Faithfulness No. 140
- How Firm a Foundation No. 529
- How Great Thou Art No. 77
- Joyful, Joyful, We Adore Thee No. 89
- Love Divine, All Loves Excelling No. 384
- My Hope Is Built on Nothing Less No. 368
- Praise to the Lord, the Almighty No. 139

Hymns of Hope and Comfort

- Abide with Me No. 700
- Amazing Grace, How Sweet the Sound No. 378
- Be Still, My Soul No. 534
- Beneath the Cross of Jesus No. 297
- Blessed Assurance No. 369
- Blest Be the Tie That Binds No. 557
- Children of the Heavenly Father No. 141
- Hymn of Promise No. 707
- I Love to Tell the Story No. 156
- In the Garden No. 314
- It Is Well with My Soul No. 377
- Jesus, Keep Me Near the Cross No. 301
- Jesus Loves Me No. 191
- My Faith Looks Up to Thee No. 452
- On Eagles' Wings No. 143
- Precious Lord, Take My Hand No. 474
- Rock of Ages, Cleft for Me No. 361
- Savior, Like a Shepherd Lead Us No. 381
- Shall We Gather At the River No. 723
- Soon and Very Soon No. 706
- Surely the Presence of the Lord No. 328
- What a Friend We Have in Jesus No. 526

Closing Hymns

- Guide Me, O Thou Great Jehovah No. 127
- Lead On, O King Eternal No. 580
- Lift High the Cross No. 159
- O God, Our Help in Ages Past No. 117
- Thine Be the Glory No. 308

Suggested solos (only if requested)

- Amazing Grace No. 378
- How Great Thou Art No. 77
- Hymn of Promise No. 707
- It Is Well With My Soul No. 377
- Lord of the Dance No. 261
- On Eagles' Wings No. 143

- Surely the Presence of the Lord Is In... No. 328
- Psalm 23
- The Lord's Prayer

Scripture Readings:

Listed below are Scriptures appropriate for use in a funeral or memorial service. Pick 4-5 that you like, and then 2-3 may be used in the service.

Old Testament

- Job 19:23-27 I know that my redeemer lives
- Isaiah 25:6-9 God will swallow up death forever
- Isaiah 26:1-4,19 God will keep them in peace
- Isaiah 40:1-11, 28-31 Comfort my people
- Isaiah 40:28-31 Those who wait for the Lord shall renew
- Isaiah 43:1-3a, 18-19, 25 When you pass through the waters
- Isaiah 44:6-8 I am the first and the last
- Isaiah 55:1-3, 6-13 Ho, everyone who thirsts
- Isaiah 61:1-4T The spirit of the Lord is upon me
- Isaiah 65:17-25 I create new heavens and a new earth
- Lament. 3:19-26, 31-32 The Lord's steadfast love
- Joel 2 (sel.) Return to the Lord with all your heart

Psalms (The Psalms may be used either as readings from the Bible or as responsive readings from the Hymnal.)

- Ps. 16:5-11 The Lord is my chosen portion
- Ps. 23 The Lord is my shepherd
- Ps. 27:1, 4-9a, 13-14 The Lord is my light and my salvation
- Ps. 39: 4-5, 12 Lord, let me know my end
- Ps. 42:1-6a As a deer longs for flowing streams
- Ps. 43 Give judgment for me, O God
- Ps. 46:1-5, 10-11 A very present help in trouble
- Ps. 90:1-10, 12 Teach us to number our days
- Ps. 91 The one who dwells in the shelter of
- Ps. 103 Bless the Lord, O my soul
- Ps. 106:1-5 O give thanks to the Lord
- Ps. 116:1-9, 15 The Lord has heard my voice
- Ps. 118 Open the gates of righteousness
- Ps. 121 I lift up my eyes to the hills
- Ps. 130 Out of the depths I cry to the Lord
- Ps. 139:12 Where shall I go from your spirit
- Ps. 145 I will extol you, O God my King
- Ps. 146 Hallelujah! praise the Lord, O my soul

New Testament

- Matthew 5:1-12a The Beatitudes
- Matthew 11:25-30 Hidden from the wise, revealed to infants

- Matthew 25:1-13
- Matthew 25:31-46
- Luke 7:11-17
- Luke 18:15-17
- Luke 23:33, 39-43
- John 3:16-21
- John 5:24-29
- John 6:37-40
- John 6:47-58
- John 11:17-27
- John 11:38-44
- John 14:1-6, 25-27
- Romans 5:1-11
- Romans 6:3-9
- Romans 8:14-23, 31-39
- Romans 14:7-9, 10b-12
- 1 Corinthians 15 (sel.)
- 2 Corinthians 4:16-5:1
- 2 Corinthians 5:1-10
- Ephesians 1:11-2:1, 4-10
- Philippians 3:7-11
- Philippians 3:20-21
- Colossians 3:1-17
- 1 Thessalonians 4:13-18
- 2 Timothy 2:8-13
- Hebrews 2:14-18
- Hebrews 11-12 (sel.)
- 1 Peter 1:3-9
- 1 Peter 3:18-22; 4:6
- 1 John 3:1-3
- Rev. 7:2-3, 9-17
- Rev. 14:1-3, 6-7, 12-13
- Rev. 21:1-4, 22-25; 22:3-5

Wise and foolish bridesmaids
The Last Judgment
Jesus raises the son of the widow of Nain
We enter the kingdom only as children
Today you will be with me in Paradise
God so loved the world
Whoever hears and believes has eternal life
Anyone who comes to me I will never drive
Whoever believes in me has eternal life
I am the resurrection and the life
Lazarus raised from the dead
Let not your hearts be troubled
Hope does not disappoint
Baptized into Christ's death, raised to live
Nothing can separate from the love of God
Whether we live or die, we are the Lord's
Christ raised from the dead
Visible things are temporary, invisible things
From God we have a house not made with
Saved by grace through faith
Knowing him and the power of his resurrection
Our citizenship is in heaven
Set your minds on the things that are above
The comfort of Christ's coming
If we died with him, we shall also live with him
Christ was tested in every way
Faith, the pilgrimage, the cloud of witnesses
Without seeing Christ, you love him
Christ's ministry to the spirits in prison
We are children of God
The Great Multitude from every nation
Rest for the saints
A new heaven and a new earth

Other favorite readings: _____

Pall bearer suggestions: _____

In Lieu of flowers, I would like for my family to consider memorial gifts in my name to the following: _____

You may wish to offer suggestions for who you would like to conduct your service, be a reader, witness (friend, family member and clergy), musicians, organist, soloists or choir members. _____

Information for the witness or meditation: What I want people to remember about me, from early childhood, adolescent years, early adulthood, later in life. My proudest family moment, my proudest career accomplishment, honors, awards and Military service.

What activities I was involved in with this church? _____

I have been a member of this church since _____

SOCIAL SECURITY INFORMATION

My Social Security #: _____ - _____ - _____ My Spouse's Social Security #: _____ - _____ - _____

or location/person where the information may be found: _____

Address of Nearest Social Security Office: _____

Phone #: _____

A lump sum payment may be made when an eligible person dies. This payment can only be made if there is an eligible widow, widower, or entitled child. Also, Survivor's checks may go to certain members of a worker's family.

To facilitate receiving Social Security Benefits, you will need the following when you contact your Social Security Office:

1. Social Security Number
2. Marriage License
3. Children's Birth Certificates
4. W2 for the previous two years
5. Proof of widow(er)'s age if 62 years or older
6. Certified Copy of Death Certificate

An application for the lump sum death payments usually must be made within two years after the worker's death. Don't delay applying because you don't have all the proof of information. The people in the Social Security Office will tell you about other proof of information that can be used when you apply.

It is good to check your record every three years and be sure your earnings are being reported correctly.

Social Security Administration 1-800-772-1213

www.ssa.gov

ARMED FORCES

Branch of Service: _____ Service Serial #: _____

Date Entered Service: _____ Place: _____

Type of Separation or Discharge from Service: _____ Date: _____

Place of Separation: _____

Location of Military Discharge Papers (DD214): _____

Highest Grad, Rank or Rating Received: _____

Wars/Conflicts Served: _____

Additional Information (Medals, Honors, Citations): _____

VETERAN'S BURIAL ALLOWANCE

The U.S. Department of Veteran Affairs (VA) furnishes a partial reimbursement of eligible veterans' burial and funeral costs. When the cause of death is service-related, the reimbursement is generally described as two payments: (1) burial and funeral allowance, and (2) a plot interment allowance. You may be entitled to a VA burial allowance if:

- You paid for a veteran's burial or funeral AND
- You have not been reimbursed by another government agency or some other source, such as the deceased veteran's employer AND
- The veteran was discharged under conditions other than dishonorable. In addition, at least one of the following conditions must be met:
 - The veteran died because of a service-related disability OR
 - The veteran was getting VA pension or compensation at the time of death OR
 - The veteran was entitled to receive VA pension or compensation but decided not to reduce his/her military retirement or disability pay OR
 - The veteran died in a VA hospital or while in a nursing home under VA contract.

Service-related death. The VA will pay an allowance toward burial and funeral expenses, and a plot interment allowance. If the death happened while the veteran was in a VA hospital or under contracted nursing care, the cost of moving the deceased may be reimbursed.

Non-service related death. The VA will pay an allowance toward burial expenses.

Headstones and markers

- The VA finishes upon request, at no charge to the applicant, a Government headstone or marker to mark the unmarked grave of an eligible veteran in any cemetery around the world.

- Flat bronze, granite or marble markers and upright granite and marble headstones are available.
- The style chose must be consistent with existing monuments at the place of burial. The cemetery must certify that the type chosen is permitted on the grave of the deceased.
- Niche markers are also available to mark columbaria used for inurnment of cremated remains.

Burial Flags

Most veterans are eligible for a burial flag. Reservists entitled to retired pay are also eligible to receive a burial flag.

To facilitate receiving veteran benefits for which you may be eligible, you will need the following when you contact the Veterans Administration Office:

1. Proof of veteran's military service (DD214)
2. Service Serial Number
3. Marriage License (if applicable)
4. Children's Birth Certificate (if applicable)
5. Certified Copy of Death Certificate

**Veteran's Administration Toll-Free Phone
Number 1-800-827-1000
www.va.gov**

GOVERNMENT OR FOREIGN SERVICE

Branch of Government or Foreign Service: _____

Date entered service: _____ Place: _____

Retirement or discharge from service: _____ Date: _____

Place of separation: _____

Position: _____

Location(s) of service: _____

Additional information (Medals, Honors, Citations): _____

FRATERNAL, CIVIC, PROFESSIONAL ORGANIZATIONS

Notify	Organization, Office, Position, Years of Association

BANKING, INVESTMENTS, SAVING INFORMATION

Financial Institution	Location and Phone Number	Account Type and Number
ex. Smith Barney	Raleigh, NC	Roth IRA #1234-56-7890

CREDITORS, MORTGAGE

Institution/Credit Card	Account Number and Type	Company Phone Number
ex. Am. Mortgage, Inc.	Mortgage, 1234-5678-910	800-555-1111

LOCATIONS OF IMPORTANT DOCUMENTS

The following documents may be necessary in establishing rights to insurance, pensions, Social Security, ownership, relationship, etc. Indicate location for each item listed.

Location	(H) Home (D) Safe Deposit Box (O) Office (A) Attorney
	Marriage License
	Divorce Decree
	Passport or Citizenship Papers Passport #: _____
	Bill of Sale, Title, Registration for Automobile(s)
	Bank Books
	Deeds to Property
	Tax Returns, Receipts, Cancelled Checks
	Birth Certificate or Other Legal Proof of Age
	Survivor's Pension Information
	Insurance Policies
	Stock Certificates
	Armed Forces Discharge Certificate
	Bill of Sales, Title, Registration for other Properties (i.e., boat, vacation property)
	Burial plot or Columbarium Niche
	Preplanned Funeral Contract and Proof of Payment
	Adoption Papers

PEOPLE TO CONTACT

Name	Relationship (Family/ Friend)	Telephone Number	Email Address or Other Contact Information

RESOURCES FOR GRIEF SUPPORT

Books

The Wilderness of Grief, Dr. Alan Wolfelt

The Wilderness of Suicide Grief, Dr. Alan Wolfelt

Living in the Shadow of the Ghost of Grief: Step Into the Light, Dr. Alan Wolfelt

Laughter, Tears and Braids: A Father's Journey Through Losing his Wife to Cancer, Bruce Ham

Badger's Parting Gifts, Susan Varley

Water Bugs and Dragonflies: Explaining Death to Young Children, Doris Stickney

Tear Soup: A Recipe for Healing After Loss, Pat Schwiebert & Churck DeKlyen

The Other Side of Alzheimer's: What Happens to You When Your Spouse Has Alzheimer's,
Martha-Lee Ellis

Classes

eStreet Cares Classes are offered each fall and spring, and rotate through topics such as Grief, Depression, and Anxiety. Contact the Administrative Assistant to Caring Ministries, ext 214, for more information.

The Ruth Sheets Adult Care Center offers a class for caregivers. Contact the Ruth Sheets Center, 919-832-7227, for more information.



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