



St. Bartholomew's EPISCOPAL CHURCH

Disposition of My Remains & Visitation or Wake Planning

This form is to help you plan how you wish your body to be prepared and for you to write down your wishes for a visitation and/or wake. Just like the [Instructions for the Burial of the Dead](#), you are giving your family and loved ones a gift at the time of their grief. Visitations or wakes usually occur several days before the funeral or just before the service. Sometimes wakes occur after the funeral.

How does this process work?

Prayerfully invest time filling out the following pages. Once you have finished the form, make an appointment with a staff member to look it over with you.

At that meeting, copies of this form will be generated. One will be placed in a locked file at the church and the other copies will be given to you. We suggest you keep a copy with your important documents (such as your Will, Durable Power of Attorney paperwork and Advanced Care Directives etc...) and give a copy to a person whom you can trust to follow your wishes. Be sure your loved ones know where your important documents are.

What is the Purpose for a Visitation and/or a Wake?

The purpose for a visitation is for the community to offer brief, personal condolences to the family a few days before the funeral or just before the service. The time and location of the visitation depends upon many factors—size of the congregation, space, travel needs, just to name a few. Typical locations include parish halls, funeral homes, personal residences etc...

A wake is a time for your family and friends to offer personal eulogies, reminisces, and eat together. It is also a time to include favorite songs and pictures. A wake is usually held in a personal residence or hall.

Visitation and Wake Planning

Section I: Location of my Personal Affairs:

Please have this document with your last Will and Testament and all other important end-of-life documents.

Location of the Will: _____

Location of safe deposit box and key: _____

Executer's Name and contact information:

Name: _____

Address: _____

Phone: _____

Lawyers Name and contact information:

Name: _____

Address: _____

Phone: _____

Armed Forces Information (if applicable):

Date of Service: _____

Branch: _____

Serial Number: _____

Location of Discharge Certificate (Include copy of document): _____

Section II: Preparation of my Body

Step 1: My Remains:

I prefer to be: (Please check with your attorney regarding any legal ramifications of your request)

_____ Anatomical donation (include document). Alternate plan if anatomical donation cannot be accepted.

_____ Buried

_____ Cremated before the funeral

_____ Cremated after the funeral

Step 2: Funeral Home/Crematorium Arrangements:

Typically the Funeral Home or the Crematorium will be contacted by the next of kin. The funeral home or Crematorium contacts St. B's to work out the details.

Contact information for the funeral home or Crematorium I wish to use:

Name: _____

Address: _____

Phone: _____

Please indicate where copies of Cemetery Lot Deed, Crypt Deed or Columbarium Contract are located:

I have made arrangements to have certain parts or all of my body donated to:

Section III: The Visitation and/or Wake

Step 1: Please indicate what you wish regarding a visitation and/or wake:

_____ I prefer to have a visitation only.

_____ If my loved ones prefer to organize a visitation and a wake, they may do so.

_____ I do not wish for a wake to be organized.

Step 2: Select a location and time for the visitation and/or wake:

Step 3: Refreshments

The Bereavement Committee of Saint Bartholomew's is a ministry that provides comfort and support to the family when a death has occurred by providing help and light refreshments at the church visitation or at a simple reception following the service, depending on the wishes of the family.

If your family wishes to have more food available, please provide contact information for a caterer below. Your family will be responsible to contact and pay for the caterer and coordinate with the church if these events are to be hosted at the church to ensure space.

Name of Caterer: _____

Address: _____

Phone: _____

Step 4: Open or closed casket at the visitation or wake:

The casket is closed before commencing the Liturgy of the Dead at St. Bartholomew's and it remains closed thereafter. A Pall (white linen cloth) is placed on the casket or urn (if cremated) to symbolize our equality in death.

At the visitation and/or wake, it is my wish to:

_____ Have the casket open.

_____ Have the casket closed.

_____ I do not wish for my remains to be present at the visitation and/or wake.

Section IV: Memorials

Rather than flowers, some people wish for their family and friends to make a more lasting memorial. Examples are their church or charities of their choice.

I wish for contributions to be made to the following:

Section V: Obituary and Signature

Another gift you can give your loved ones is to write an obituary. (Newspapers may charge a fee) Please use the space below and/or attach one. You may also use this space for a favorite poem, song etc... After you are finished, please sign and date this document.

Periodically review these documents, will and other documents as circumstances and your plans may change.

Signature _____

Date _____