

Service Planning Guide

Contact person who will represent the family and make decisions for the Memorial Service?

Name _____

Cell _____

Email _____

Officiating Pastor _____

Order of Service Plan

A. Welcome Name: _____

B. Opening Prayer Name: _____

C. Reading of Life Story
(typically 2-4 minutes) Name: _____

D. Scripture Reading Name: _____

or

Special Song Singer(s): _____

Song Title: _____ Song Author: _____

List Instruments (if any): _____

(A piano can be provided, if requested in advance. Other instruments must be provided by musicians.)

E. Sharing of Memories
Who will be sharing:

Name: _____

Name: _____

Name: _____

F. Devotional Message (Pastor)
(typically 15-18 minutes)

G. Slideshow Name: _____ will prepare

(Typically 5-6 minutes. In order to be synchronized with FBC system, the slideshow needs to be turned in on a thumb drive in an MP4 or MOV format at least one week before the Service)

H. Scripture Reading Name: _____

or

Special Song Singer(s): _____
Song Title: _____ Song Author: _____

List Instruments (if any): _____

(A piano can be provided, if requested in advance. Other instruments must be provided by musicians.)

I. Benediction Name: _____

Would you like the FBC Service Team to Provide Cookies and Punch for a reception after the service? ___Y_/___N___