



**ST THOMAS
MORE** CATHOLIC
CHURCH

Dear Sisters and Brothers in Christ:

The St. Thomas More Parish family extends our sympathy and our prayers to you.

We recall, as Christians, that our faith leads us to see the bright rays of hope even in the midst of life's darkest times. Of these rays, one is the belief that death is not only an end, but also a beginning. While we are separated from our loved one by death, we're reminded that we will one day be reunited with all those we love in a "dwelling provided for us by God, a dwelling in the heavens... forever" (2 Corinthians 5:1).

As our loved one has passed from this present, temporary life to a perfect, permanent one, I naturally can't grasp where you are. But I do understand that right now you likely feel confused, sad, stunned, or perhaps even overwhelmed by your loss. In the past, you may have taken on the role of loving others, comforting them, ultimately sharing the burden of their losses with them. During the hours and days ahead, it will be your turn – your time to be loved, to be comforted, and to let others help you bear the pain of your grief. The kind words and quiet presence of family members, friends, neighbors, and fellow parishioners of St. Thomas More during this profoundly difficult time will hopefully raise you from the depths of sorry and help you carry on.

Enclosed, you will find a packet to assist you in the planning of the funeral during your time of sadness. The Church's funeral liturgies are to bring comfort and peace to the family as we commend our beloved dead to God's loving embrace. If you have any questions throughout this process, please do not hesitate to contact the parish office to help you.

Again, know that this parish family, as well as this local community, will continue praying for you and your loved one at this time of loss.

Sincerely yours in Christ,

Father Michael J. Alello
Pastor of St. Thomas More Catholic Church

In a caring environment dedicated to celebrating the Catholic faith and modeling the life of Jesus Christ.

Saint Thomas More Catholic Church provides worship, educational, ministerial, and social opportunities for spiritual growth of its parish family.

11441 GOODWOOD BLVD. • BATON ROUGE, LA 70815 • (225) 275-3940 • FAX (225) 275-1407

St. Thomas More Catholic Church

Family's Checklist for Funeral

This checklist should act as a guide for you as the funeral arrangements for your deceased loved one are being made.

Please place a checkmark in each box when completed:

- Contact the funeral home
- Contact the church parish or have the funeral home contact us with proposed arrangements (number listed below)
- Complete the biography / questionnaire
- Complete the "Funeral Liturgy" form
- Read and complete the form concerning the associated fees
- Return this completed packet to the parish office

Contact information:

Funeral Home

Name: _____

Director's Name: _____

Contact #: _____

St. Thomas More Catholic Church 11441 Goodwood Blvd., Baton Rouge, LA 70815

Office: (225) 275-3940 Hours: M-F, 8AM-Noon & 1PM-4PM

Elise Moran
Receptionist, ext. 101
elise@stmchurch.org

Ellen Guidry
Secretary, ext. 104
ellen@stmchurch.org

Bret Jackson
Music & Liturgy, ext. 103
bret@stmchurch.org

Fr. Michael Alello
Pastor, ext. 106
frmichael@stmchurch.org

..... (For Parish Office Use Only)

Family's Contact: _____

Contact #: _____

Packet Returned: _____ / _____ / _____

Staff Initial: _____

Distributed to: Pastor Bereavement Music Ministry Parish Office

(Biography / Questionnaire cont.)

Personal Life (this information will be used in the preparation of the funeral liturgy)

Please give a brief background of your loved one's early life (family, schools, etc.).

What was your loved one's profession and where did he/she work?

Was your loved one active in any Church ministries? If so, which ones?

Did your loved one belong to any civic organizations (Kiwanis, American Legion, etc.)?

How did he/she live the faith?

What will the family remember most about him/her?

What will you, the family miss the most about your loved one?

Funeral Liturgy

Introductory Rites

Placing of the Pall (if applicable)

Following the gathering hymn, the presider will say a prayer over the deceased person and sprinkle the coffin with holy water, the pall (a symbolic, white cloth representing their Baptism) is then placed over the coffin by family members or friends. Please note that when the remains have been cremated, the Placing of the Pall does not take place.

Will members of the family be placing the pall over the coffin? Yes No

Liturgy of the Word

1st Reading (please check one)

- 2 Maccabees 12:43-46** *"They knew that with death, God offers resurrection."*
- Job 19:1, 23-27a** *"I know that my Vindicator (Redeemer) lives."*
- Wisdom 3: 1-6, 9** *"Grace and mercy are with His holy ones."*
- Isaiah 25: 6a, 7-9** *"He will destroy death forever."*
- Lamentations 3:17-26** *"It is good to hope in silence for the saving help of the Lord."*
- Ecclesiastes 3:1-12, 14** *"There is an appointed time for everything."*
- Please select one for us.

Read by (family member or friend of the family): _____

2nd Reading (please check one)

- Romans 5:5-11** *"God proves his love for us... [because] Christ died for us."*
- Romans 6:3-4, 8-9** *"We too might live in newness of life."*
- Romans 14:7-9, 10c-12** *"Whether we live or die, we are the Lord's."*
- 1 Corinthians 15:20-23** *"So too in Christ shall all be brought to life."*
- 2 Corinthians 4:14-5:1** *"What is seen is temporary, but what is unseen is eternal."*
- 2 Timothy 2:8-13** *"If we have died with him we shall also live with him."*
- Please select one for us.

Read by (family member or friend of the family): _____

Gospel – the Pastor typically chooses an appropriate Gospel reading, however if you would like to make a recommendation, please feel free to do so.

- We would like for the Pastor to choose the Gospel Reading.
- Matthew 5:1-12a** *"Rejoice and be glad, for your reward will be great in heaven."*
- Matthew 11:25-30** *"Come to me and I will give you rest."*
- Matthew 25:31-46** *"What you did for the least of my brothers, you also did for me."*
- John 6:37-40** *"Everyone who believes will have eternal life."*
- John 11:17-27** *"I am the resurrection and the life."*
- John 14:1-6** *"I have prepared a place for you."*

(over)

Prayers of the Faithful

The Prayers of the Faithful, also known as “*Universal Prayers*,” express the congregation’s prayerful concern not only for those gathered for the funeral, but also for others in particular need throughout the world. These will be provided by St. Thomas More. Please note, if a Deacon is present and assisting, he will read the Universal Prayers, otherwise a member of the family or a friend is invited to read them.

Read by (family member or friend of the family): _____

Presentation of the Gifts

If a mass is being said, members of the family (children, grandchildren, cousins, aunts & uncles) or friends of the deceased may bring the offerings of bread and wine to the altar.

Will representatives bring up the offering of bread and wine? Yes No

Other Selections (optional)

Music

The family may offer specific, liturgically appropriate hymns they would like to be used for the funeral liturgy. The Director of Music and Liturgy will supplement the suggested hymns (if provided) and make musical selections based on the readings chosen and the biography of your deceased loved one to best support the liturgy.

Hymn Suggestions (optional): _____

Remarks of Remembrance

Before the funeral liturgy begins, a member of the family or a family friend may speak in remembrance of the deceased, sometimes otherwise known as a “*eulogy*”. If done, this will take place prior to the start time of mass, and will need to be concluded before the scheduled start time of the mass. If the family elects to give Remarks of Remembrance, it is important to note that the visitation will conclude early with the casket being closed (if appropriate), and the sanctuary will be rearranged for the funeral liturgy to take place.

Will someone be giving Remarks of Remembrance? Yes No

..... (For Parish Office Use Only)

- Funeral Mass
- Funeral Liturgy outside of Mass
- Graveside Committal

Funeral Time: _____ Funeral Date: _____
 Celebrant: _____
 Cantor: _____
 Accompanist: _____

Associated Fees

The fees associated with a funeral liturgy that St. Thomas More asks from the family, help to offset the utilities, the necessary maintenance and housekeeping that are required surrounding a funeral. Payment can be made by check to “St. Thomas More Catholic Church,” and is payable in full prior to the funeral. Additional fees may be imposed by the pastor if he deems necessary (e.g. for extraordinary maintenance or setup issues).

The Vigil for the Deceased (“Wake”)

A Vigil for the Deceased takes place immediately before the funeral liturgy and is within the context of a visitation for family members and friends inside the church building. The fee associated for a wake is \$100 for each hour of the wake at a maximum of three (3) hours. This is coordinated with the church and the funeral home in conjunction with the family. Final arrangements are primarily based on the availability of the church building.

Will the family be requesting a Vigil for the Deceased person immediately prior to the funeral liturgy at the church? Yes No

If so, how long will the requested wake be? (\$100/hour with a 3-hour max)

1 hr. 2 hrs. 3 hrs. Suggested start time: _____ AM / PM

Musicians

Music for funerals liturgies at St. Thomas More is the norm, and therefore the practice of having Liturgical Musicians is necessary. Use of a Cantor (“vocalist”) and an Accompanist (“pianist / organist”) will fulfill the aforementioned requirement. Musicians are paid directly by the family prior to the funeral and separate from the fee paid to the church for the wake. Unless otherwise communicated by the family*, the Director of Music and Liturgy will arrange for a Cantor to sing and an Accompanist to play at the funeral. The names of both the Cantor and the Accompanist will be given to the family as soon as they are secured in the event the family wishes to write personal checks.

The associated fees are: \$75 for the Cantor & a separate \$75 for the Accompanist

Officiant (Priest / Deacon)

There is no fee for the officiant (priest or deacon) of a Catholic funeral. However, if the family wishes to give a gift, it is greatly appreciated and should be given directly to him.

* If the family wishes to use specific musicians from St. Thomas More OR musicians other than those currently serving at St. Thomas More, they must communicate this request as soon as possible to the Director of Music and Liturgy.