

SAINT ALPHONSUS LIGUORI CATHOLIC CHURCH

Zionsville, Indiana · Est. 1945

Funeral Planning Packet

A guide to help you plan a meaningful funeral Mass and burial for your loved one.

In Loving Memory of

Date of Death

Our parish family is here to support you.

Please contact the parish office with any questions.

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Catholic Funeral Checklist

1. First Steps

☐ **Choose a funeral director**

Contact a local funeral home as soon as possible — they will guide many of the logistics.

☐ **Decide between burial or cremation**

Both are permitted in the Catholic faith. Please speak with our pastor if you have questions.

☐ **Select a burial location**

Discuss options with the funeral director and/or the parish office if you need help.

2. Funeral Location & Type of Service

☐ **Decide where the funeral will be held**

Options: church, cemetery, funeral home, or crematorium.

☐ **Catholic Funeral Mass or a Funeral Liturgy Outside of Mass**

A Funeral Mass includes the celebration of the Eucharist; Liturgy outside of Mass does not include the Eucharist. Both are beautiful and meaningful celebrations.

3. Liturgy & Worship Preparation

☐ **Select Scripture readings for the service**

Our parish staff can provide approved readings and help you choose those most meaningful to your loved one.

☐ **Choose music for the funeral**

Hymns and sacred music should be chosen in accordance with Catholic liturgical guidelines. A list is provided.

☐ **Knights of Columbus**

Inform the Knights of Columbus at the parish for additional liturgical participation.

☐ **Fourth Degree Knights only**

Additional options are available for your funeral (special chalice used at Mass, honor guard, rosary led by the Knights at the funeral home). Please coordinate with the Knights and the parish office.

4. Memorial & Tribute

☐ **Create a timeline of their life for the obituary**

An obituary serves as more than just a death announcement — share their life's achievements and impact on their family and friends (see the Obituary guide at the back of this packet).

- ☐ **Make a list of those you would like to invite or notify**

5. Flowers & Charitable Gifts

- ☐ **If you desire, designate a charity for memorial donations in lieu of flowers**

If desired, share the charity name and contact details in the obituary and Order of Service.

Funeral Liturgy Planning

This section should be provided to the church.

Deceased Information

Name

Date of Birth

Date of Death

Main Contact Information

Name

Address, City, State

Phone

Email

Additional Family Contact Information

Names of family members who are parishioners at St. Alphonsus:

Funeral Information

Type of Funeral

☐ Funeral w/ Casket ☐ Funeral w/ Cremation ☐ Funeral Liturgy of the Word

☐ Memorial Mass (without body)

Funeral Home / Director

Phone

Date & Time of Funeral (typically 11am)

Visitation (30 min – 1 hr. max)

☐ Yes ☐ No

Pall Bearers (coffin burial)

Cremains Funeral: Will you process with the cremains or remain seated?

Liturgy

Priest / Presider

Deacon

Prelude Song or Eulogy*

**The eulogy will start five minutes before Mass. Remarks should be contained within that time frame. Mourners should plan on arriving fifteen minutes before Mass begins to be comfortably seated for the eulogy and procession.*

Funeral Readings and Music Packages

☐ Comfort: Package 1 ☐ Hope in the Resurrection: Package 2 ☐ Faith, Trust, Love: Package 3

☐ I will select songs and readings (see Catholic Funeral Readings and Music Guide)

Opening Hymn

First Reading (C Readings)

Reader Name

Responsorial Psalm # (D Readings)

Second Reading (E Readings)

Reader Name

Gospel Reading (G Readings)

Prayer of the Faithful

Reader Name

Presentation of the Gifts Song

Names of Family Members Bringing Up Gifts (1–3, bring up gifts)

Communion Song

Post-Communion Song (optional)

Song of Farewell

Recessional Song

Interment

Cemetery Name

Cemetery Address

Interment Type

☐ Casket ☐ Ashes

Date of Burial

Extras

Printed Program

☐ Yes ☐ No

Programs

Luncheon

☐ Yes ☐ No

Estd. #

Live Stream

☐ Yes ☐ No

Would you like a Prayer Shawl?

☐ Yes ☐ No

The Obituary — Parts & Steps

1. Box — list this data in a text box

Full name, age, and occupation
Date and place of birth
Memberships and military service
Fraternal, religious, and civic organizations they belonged to
Family, both deceased and surviving
Any funeral and burial arrangements already made

2. Source Material — list these items elsewhere

Their activities and achievements
Favorite anecdotes and recollections about their life

3. Core — write a few rich paragraphs in the third person, answering: “What would you like people to remember about them?”

Their activities and achievements

4. Lead

Write a short lead announcing the death and telling the reader who this obituary is about.

5. Secondary

Select your “source material” rigorously, and write a few paragraphs from whatever survives. Arrange these paragraphs around your core.

6. Resume (Sprinkle)

Copy selected items, such as survivors, from the box to the text.

7. Ending

By now an ending will occur to you, so type it.

8. Polish

Cut the text by 20 percent, repair the transitions, read aloud and revise. Write “DRAFT” and the date at the top, and give appropriate people a copy.

Write down all of the facts you want to include (name, date of birth, age, immediate family, service information, career info). Then write your core, add a lead, sprinkle in the necessary items, write an ending, and polish it up by trimming it down. Sometimes it helps, though, to write the lead first.

Draft Notes

Use the space below to begin drafting.

General Information

First

Middle

Last

Address

City

County

State

Zip Code

Phone

Sex

☐ Male

☐ Female

Race (White, Black, American Indian, Asian, etc.)

If of Hispanic origin, please specify Cuban, Mexican, etc.

Social Security Number

Place of Birth

Date of Birth

City

County

State

Country

Marital Status

☐ Married ☐ Never Married ☐ Widowed ☐ Divorced

Date & location, if married

Name of Surviving Spouse (maiden name if applicable)

Usual Occupation

Type of Business/Industry

Employer

Education — Elementary/Secondary & College

Grade 0–12

Years 1–4 or 5+

Degree(s)

Father's Name

Place of Birth

Mother's Maiden Name

Place of Birth

Contact Person Completing Arrangements
(Informant's Name)

Phone #

Armed Forces

Branch of Service

Service Serial Number

Date Entered Service

Place

Type of Separation or Discharge of Service

Date

Place of Separation

Location of Military Discharge Papers (DD214)

Highest Grade, Rank or Rating Received

Wars/Conflicts Served

Additional Information / Medals / Honors / Citations

FOR INFORMATIONAL PURPOSES

Funeral Homes & Crafted Caskets

All funeral homes have cremation and full body burial services, plus offer casket and urn options. Crafted caskets can also be created and purchased through Abbey Caskets for those pre-planning, if interested.

Funeral Homes

Aaron-Ruben-Nelson Mortuary (ARN)

www.arnmortuary.com · 11411 N Michigan Rd, Zionsville, IN 46077 · (317) 873-4776

Flanner & Buchanan

www.flannerbuchanan.com/locations/zionsville-funeral-services · 105 W Pine St, Zionsville, IN 46077 · (317) 873-3366

Leppert Mortuary & Crematory Services

www.dignitymemorial.com/funeral-homes/leppert · 900 N. Rangeline Rd., Carmel, IN 46032 · (317) 846-2091

Simplicity Funeral & Cremation Care

simplicityfuneralandcremationcare.com · 125 W Sycamore St, Zionsville, IN 46077 · (317) 344-3600

Crafted Caskets

Abbey Caskets

abbeycaskets.com · 800.987.7380

Caskets and urns built on-site by local craftsmen. All proceeds support the prayer and work of the monks of Saint Meinrad Archabbey.

This resource is provided as a community service. Please contact individual providers for current information.

Catholic Cremation: A Guide for Families

The Catholic Church permits cremation and recognizes it as a legitimate choice for Christian burial. At the same time, the Church continues to prefer burial of the body because it more fully expresses our belief in the resurrection of the body and the dignity of the human person.

Key Points to Remember

- Cremation has been permitted by the Catholic Church since 1963.
- Whenever possible, the Church prefers that the Funeral Mass be celebrated with the body present before cremation.
- Cremated remains must be treated with the same dignity and respect given to the body.
- The remains should be placed in a worthy vessel and permanently buried or entombed.
- A cemetery, mausoleum, crypt, or columbarium provides a sacred place for prayer, remembrance, and visitation.

Why Does the Church Prefer the Body at the Funeral Mass?

The presence of the body at the Funeral Mass reflects our Christian belief in the resurrection and provides family and friends the opportunity to gather, pray, grieve, and commend their loved one to God.

What About Cremated Remains at Mass?

The Church allows cremated remains to be present at the Funeral Mass. When this option is chosen, the remains should be placed in a dignified urn and positioned respectfully within the church.

What Should Be Done With Cremated Remains?

The Church teaches that cremated remains should be buried or entombed in a sacred and permanent location. This practice honors the deceased and provides a place for loved ones to visit and pray.

Practices the Church Prohibits

The Church does not support scattering ashes, dividing remains among family members, or keeping cremated remains indefinitely at home. These practices do not reflect the reverence owed to the human body.

Catholic Funeral Options When Cremation Is Chosen

- Funeral Mass with coffin followed by cremation and burial.
- Cremation followed by Funeral Mass and committal.

Catholic Cemeteries in the Area

Operated by the Catholic Cemeteries Association · (317) 784-4439 · www.catholiccemeteries.cc

Calvary Cemetery

435 W Troy Ave, Indianapolis, IN 46225

Our Lady of Peace Cemetery

Indianapolis, IN

Holy Cross / St. Joseph Cemeteries

2446 S Meridian St, Indianapolis, IN 46225

St. Joseph Cemetery — Terre Haute

1230 N 3rd St, Terre Haute, IN 47807

Calvary Cemetery — Terre Haute

Terre Haute, IN

St. Malachy Cemetery — West

Brownsburg, IN

St. Malachy Cemetery — North

Brownsburg, IN

Non-Catholic Cemeteries in the Area

Zionsville Cemetery

Corner of Zionsville Road and 106th Street, Zionsville, IN.

Union Lutheran Cemetery

2498 S. 900 E. (at the corner of 250 S. and 900 E.), Zionsville, IN · Founded in 1921, this cemetery serves all faiths.

Hutton Memorial Cemetery

9675 E. 300 S. (corner of E. County Road 300 S. and S. County Road 975 E.), Zionsville, IN · Historic site established in the 19th century.

Pleasant Hill Cemetery

8350 N. Moore Rd, Indianapolis, IN (just south of 86th Street, Pike Township).

Crown Hill Funeral Home & Cemetery

700 W. 38th St, Indianapolis, IN · A very large, historic cemetery located about 12 miles south of Zionsville.

Additional Notes
