

# A checklist for funeral planning may be helpful during a time of grief

Catholic Cemeteries (Diocese of Rockville Centre)

Here is a checklist for funeral planning:

- **Make an appointment**

Contact your pastor, the pastoral minister, the liturgist or other staff person in charge of funeral planning. Find out what guidelines the parish follows. Some parishes have a helpful checklist of things to be considered.

- **Notify relatives and friends**

Find someone to help answer sympathetic phone calls, cards and letters, as well as greet people when they call.

- **Review burial choices**

If you have not made arrangements with a cemetery, consider calling the Catholic Cemeteries office (516-334-7990) to review burial options. If you have not made prior arrangements with a specific funeral home, your parish may assist with recommendations.

- **Selections**

Choose cemetery property, casket, clothing, flowers, music, thank you cards.

- **Choose Scripture**

Consider readings that are special to your loved one. Hopefully, the deceased spoke about readings and songs before death. Ask for a list of the optional readings for a funeral in your parish.

- **Meaningful music**

What are the hymns and music that are used for funerals at your parish? Which ones do you think are appropriate for a celebration of new life?

- **Who will take part?**

What members of your family and which friends do you want to have certain roles in the vigil, funeral Mass and service at the burial site? Who might deliver a brief remembrance after Mass (a few minutes), if allowed by your pastor? Who could proclaim the chosen readings from Scripture?

- **Get key information**

Secure important information about the deceased, including date and place of birth, Social Security number and/or veteran's serial number, etc. Assemble important documents, including will, cemetery and/or funeral arrangement documents, birth certificate, marriage license, etc. Check deceased's will for special wishes.

- **Other notifications**

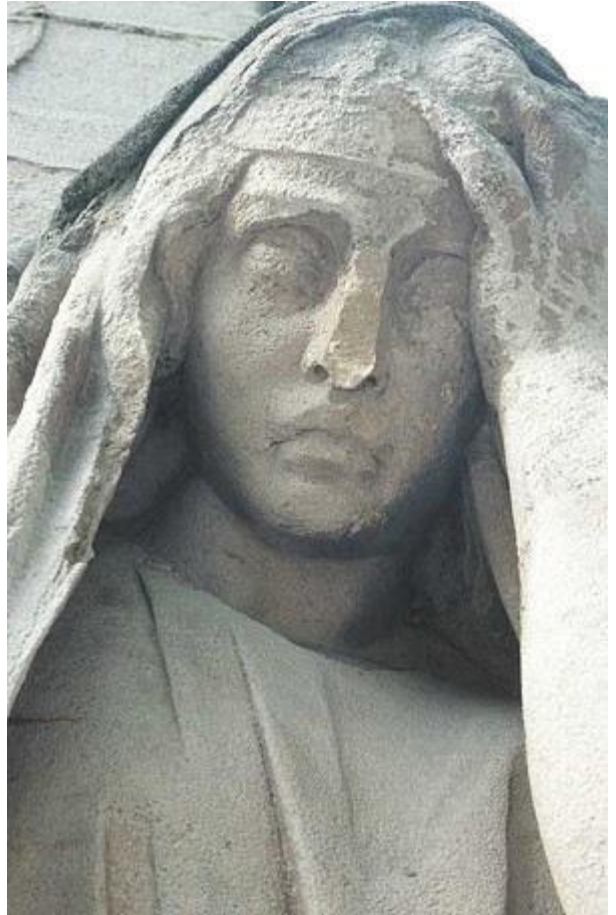
In addition to priest, relatives and funeral directors, notify doctor, coroner, pallbearers, insurance agents, banks, union and fraternal organizations, church musicians. Also speak with utilities, landlord and post office.

- **Memorial gifts**

Decide appropriate memorial to which gifts may be made (church, hospice, etc.).

- **Obituary**

The funeral home can assist you with writing an obituary. Many newspapers have forms. Most secular newspapers charge a fee.



**Catholic Cemeteries of the Roman Catholic Diocese of Rockville Centre, Inc.**  
Serving the Catholic Population of Nassau and Suffolk Counties

**Our Cemeteries:**

- Cemetery of the Holy Rood
- Holy Sepulchre Cemetery
- Queen of All Saints Cemetery
- Queen of Peace Cemetery (Coming Soon)

**Main Office**

Mailing Address: Catholic Cemeteries, 111 Old Country Road, PO Box 182, Westbury, NY 11590-0182  
Phone: (516) 334-7990 | Fax: (516) 334-4383 | E-mail: [info@holyroodcemetery.org](mailto:info@holyroodcemetery.org)

**Nassau County**

**Cemetery of the Holy Rood** (and future site for **Queen of Peace Cemetery**, Old Westbury, NY)  
Mailing Address: 111 Old Country Road, PO Box 182 Westbury, NY 11590-0182  
Phone: (516) 334-7990 | Fax (516) 333-2837 | E-mail: [info@holyroodcemetery.org](mailto:info@holyroodcemetery.org)

**Suffolk County**

**Holy Sepulchre Cemetery**

Mailing Address: 3442 Route 112 Coram, NY 11727  
Phone: (631) 732-3460 | Fax: (631) 732-3476 | E-mail: [info@holyroodcemetery.org](mailto:info@holyroodcemetery.org)

**Queen of All Saints Cemetery**

Mailing Address: 115 Wheeler Road Central Islip, NY 11722  
Phone: (631) 234-8297 | Fax: (631) 234-8632 | E-mail: [info@holyroodcemetery.org](mailto:info@holyroodcemetery.org)

**Parish Cemeteries of Nassau and Suffolk Counties:**

**St. Joseph** 39 No. Carll Avenue Babylon NY 11702-2701  
**St. Patrick** 9 North Clinton Avenue Bay Shore NY 11706  
**St. John of God** 84 Carleton Avenue Central Islip NY 11722  
**Sacred Heart** P.O. Box 926 Cutchogue NY 11935  
**St. Boniface** 631 Elmont Road Elmont NY 11003  
**St. Patrick Cemetery (Brookville, NY)** - contact Cemetery of the Holy Rood  
**St. Patrick** 400 Main Street Huntington NY 11743  
**St. Philip Neri** 344 Main Street Northport NY 11768  
**St. Isidore** 622 Pulaski Street Riverhead NY 11901  
**St. John the Evangelist** 546 St. John's Place Riverhead NY 11901  
**St. Lawrence** 27 Handsome Avenue Sayville NY 11782  
**St. James** 429 Route 25A Setauket NY 11733  
**St. Patrick** 280 East Main Street Smithtown NY 11787  
**Sacred Hearts of Jesus & Mary** 168 Hill Street Southampton NY 11968  
**St. John Nepomucene** 1140 Locust Avenue Bohemia NY 11716  
**Sacred Heart** P.O. Box 926 Cutchogue NY 11935