|  |  |  |
| --- | --- | --- |
| A Life Celebrant | Call Time…  |  |
| Call Date … |  |
| cid:image005.jpg@01D26CD6.3C03D150**Lou (Ludwig) Szymkow jp cmc**Civil, Marriage, Commitment, Naming & Funeral Celebrant**mb +61 (0) 457 00 1922**lou@alifecelebrant.com.au[www.alifecelebrant.com.au](http://www.alifecelebrant.com.au/)<https://www.facebook.com/lou.szymkow.7> | **Family Meeting appointment**  | **Time** | **Date** |
|  |  |
| **Event/Funeral Directors** **– name & ph** |  |
| Booking & Information form |
| **Contact for bereaved**  | **name** | **mb** |
|  |  |
| **Email** | **Home phone** | **Alternate Number** |
|  |  |  |
| **Street** | **Town** | **Postcode** |
|  |  |  |
| **Date/time of Prayers/Viewing** | **Prayer/Vigil Service** | **Viewing (if at separate location)** |
| **Time** | **Date** | **Time** | **Date** |
|  |  |  |  |
| **address** |  |  |
| **Date/time of ceremony** | **Chapel Service** | **Committal (if at separate location)** |
| **Time** | **Date** | **Time** | **Date** |
|  |  |  |  |
| **Address of Service** | **Building/Property Name** | **Street** |
|  |  |
| **Town** | **State** | **Postcode** |
|  |  |  |
| **Address of cemetery** | **Lot No.** | **Building/Property Name** | **Street** |
|  |  |  |
| **Town** | **State** | **Postcode** |
|  |  |  |
| **Ceremony -****Funeral (pogrzeb)** | [ ]  Viewing or prayers [ ]  Memorial[ ]  Distribution of Ashes [ ]  Service & Committal | [ ]  Cremation Service (kremacja)[ ]  Service & Burial (pochowanie)[ ]  Service & separate Private Burial [ ]  Graveside Committal Only | [ ]  Theme (Polska)[ ]  Theme (Military)[ ]  Theme (Other) |
| **Special Needs** | ☐ Translator (specify) | ☐ Disability (list special needs) |
| DETAILS OF the loved one (DECEASED) |
| Full Name of Person whose life is to be celebrated |
|  |
| **Birth details** | **Date** | **Town/County** | **Country** | **Sex** |  |
|  |  |  |  |  |
| **Details of Passing****(home/hospital/other/Thanks to carers?)** | **Date** | **Place/Town/County** | **Country** | **Age** |  |
|  |  |  |  |  |
|  |
| **Religion or Beliefs** |  |
| **Photo (where taken)** |  |
| **Description & Distinguishing features** | **hgt** | **wght** | **build** | **complexion** | **hair** | **Facial hair** | **glasses** | **Tattoos** |
|  |  |  |  |  |  |  |  |
|  |
| **Wife/Partner (List in Notes if more than one** |  |
| **Where/How Met?** |  |
| **Date of Marriage/Union** |  |
| Place of Marriage/Union |  |
| HISTORY, FAMILY & relationship |
| **Children & Partners****(& where born)** |  |  |  |
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| **Grandchildren** |  |  |  |
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| **Great Grandchildren** |  |  |  |
|  |  |  |
| **Parents** |  |  |  |
| **Brothers & Sisters & their children**  |  |  |  |
|  |  |  |
|  |  |  |
| **Closest of admired Friends** |  |  |  |
| **Other Relationship/s**  |  |
| **Schooling** **(names, years & Locations)** |  |  |  |
|  |  |  |
| **Other Qualifications****(names, years & Locations)** |  |  |  |
|  |  |  |
| **Occupations, Professions, Vocations & trades****(names, years & Locations)** |  |
|  |
| **Where grown up?** |  |
|  |
| **Military/Civil Service** **(service, division, where, when, rank)** |  |
|  |
| **War Service** **(where, when, rank)** |  |
|  |
| **Merchant Marines Service** **(where, when, rank)** |  |
|  |
| **Political Party or Unions etc.****(How, where & when)** |  |
| **Achievements and/or personal Highlights** |  |
| **Life changing events & tragedies** |  |
| **Likes & Dislikes, Loves & Hates** |  |
| **Own Admirers & Followers** |  |
| **Who was Admired & Followed** |  |
| **Favourites**Books, poems, movies, TV series, colours, activity, technologycountry,  |  |
|  |
|  |
| **Humour & Jokes**Favourites, When/where/with whom? |  |
|  |
| **Holidays & Travels**When/where/How/Often?/with whom? |  |
|  |
| **Good & Bad Habits** |  |
| **Tattoos** |  |
| **Hobbies, Interests**Cars, fishing, gardening, etc. |  |
|  |
| **Music** (and Favourite performer) | [ ]  Rock | [ ]  Pop | [ ]  Classical | [ ]  Big Band | [ ]  Spiritual |
| [ ]  Choral | [ ]  Folk | [ ]  Polka | [ ]  Punk |  |
| **Social Media** | [ ]  Facebook | [ ]  WeChat | [ ]  Linkedin | [ ]  Pinterest | [ ]  Youtube |
| [ ]  Circle | [ ]  Dating sites |  |  |  |
| **What is your best memory?** |  |

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| SERVICE PARTICULARS |
| Inclusions |
| [ ]  Booklets | [ ]  Flower | [ ]  Music | [ ]  Astrology |
| [ ]  Candles (Naming, Spiritual, Remembrance etc) | [ ]  Petals | [ ]  Bagpipes | [ ]  Bird Release |
| [ ]  Poetry or Readings | [ ]  Flower at grave | [ ]  Choir | [ ]  Bubble or Balloon Release |
| [ ]  PowerPoint/Video presentation | [ ]  Petals at grave | [ ]  Drum beat | [ ]  Glory chest / Container of Wishes |
| [ ]  Prayers | [ ]  Soil at grave | [ ]  Musicians | [ ]  Jewellery |
| [ ]  Smoking or Incense Ceremony |  | [ ]  Music at beforehand | [ ]  Time Capsule |
| [ ]  Video recording | [ ]  Flag | [ ]  Music at Procession | [ ]  Ribbons/Garment |
|  | [ ]  Guard of Honour | [ ]  Musical interlude | [ ]  Toast (Vodka) |
| [ ]  Wake (stypa) | [ ]  Open Casket | [ ]  Oboe/Violin/Organ | [ ]  Upturning seats |
|  |  | [ ]  Ringing of Bells/Cymbal |  |
|  |  | [ ]  Soloist |  |
| Notes |
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| SAMPLE |
| SAMPLE ACTIVITY | DETAILS | SELECTED ITEM/ PERSON |
| Processional | Music | Select Music |
| Ringing of Bells | by Celebrant or Director |  |
| Welcome | by Celebrant |  |
| Blessing | Reading or quote by a selected person or by the Celebrant | Select |
| Presentation | Pall, Flag and/or personal items placed onto coffin as an explanation provided by Celebrant | List Family members & items |
| Reading | Read by selected person or by the Celebrant | Select  |
| Eulogy | delivered by selected person (or by Celebrant) |  |
| Reflection Music | This could include a visual display, or rituals involving petals, flowers, sand, message stones etc.  | Select Music |
| Reading | Read by selected person or by the Celebrant | Select |
| Words of Comfort | By Celebrant |  |
| Removal of items | Pall, Flag and/or personal items removed in reverse order | List Family members & items |
| Committal | Music | Select Music |
| Closing Words | By CelebrantMention of the wake if applicable or any other matters the family would like mentioned. |  |
| Recessional | Music | Music |

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