

## Memorial Meeting for Worship Plan

Deceased's Name:

Family Contact Person, address, phones

Final Wishes on file or from family

Funeral Home

Interment?

Plaque?

Notification of Friends and Relatives?

Newspaper?

Memorial Service

Date

Time

Location

Facing Bench Friendly Presence

Reading- Introduction to Quaker Worship

Ramp?

Parking

Childcare

Memorial Leaflet?

Reception?

\_\_\_Hospitality coordinator:

Hospitality for travelers?

Notify Burial Committee:

Clerks of \_\_\_Meeting, \_\_\_Overseers, \_\_\_Property and Grounds  
\_\_\_Caretaker for Memorial Meeting, Parking and Burial

### **Conduct of Meeting for Worship:**

Attendees arrive and take seats in Meetinghouse; family gathers in Common Room  
Family enters and takes seats in first two benches, both sides, in front of facing  
benches; \_\_\_\_\_ welcomes attendees:

“On behalf of the \_\_\_\_\_ family, I want to welcome you to this  
memorial service for \_\_\_\_\_, who was known as  
\_\_\_\_\_ to his/her family and \_\_\_\_\_ to his/her Eastern Shore friends and  
neighbors. Third Haven Friends will remember him/her  
from \_\_\_\_\_.

“A memorial service, after the manner of Friends, is a Meeting for Worship in  
which we remember \_\_\_\_\_. The service begins with a period of silent worship  
where we focus our thoughts and memories of \_\_\_\_\_. Out of this silence will  
come messages. All are encouraged to offer their thoughts and memories  
of \_\_\_\_\_. It is helpful to allow some time between messages so that we can reflect  
upon each message.

“The service will conclude with a handshake, at which time all are encouraged to  
greet one another in like manner. Family members will depart; an informal reception will  
be held in the building just behind me, where the \_\_\_\_\_ family will meet with everyone.  
All are welcome to attend this reception.”

(Family members may choose to read a selection)

Few Minutes Later Clerk of Meeting and designee shake hands; all shake hands;  
family departs; memorial service concludes.