

**Roman Catholic Diocese of Dallas**  
**FUNERAL INSTRUCTIONS FOR A DEACON OF THE CHURCH**

(Complete this information and leave it where it will be easily found upon your death.)

(Please send a copy to the Permanent Diaconate Office and the parish where you are assigned.)

Final Directions and Instructions upon the Death of \_\_\_\_\_

Print Deacon's Name

**Please notify the following as soon as possible upon death:**

Bishop's Office: 214-379-2816 [eespinoza@cathdal.org](mailto:eespinoza@cathdal.org)

Permanent Diaconate Office: 214-379-2858 [dbanowsky@cathdal.org](mailto:dbanowsky@cathdal.org)

Copies of this form have been given to:

☐ Office of the Diaconate

☐ Wife \_\_\_\_\_  
Name Address/Phone

☐ Relative \_\_\_\_\_  
Name Address/Phone

☐ Parish \_\_\_\_\_  
Name Address/Phone

**Information for death notice and documents:**

Deacon's Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of Ordination: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Place of Ordination: \_\_\_\_\_

Father's Full Name: \_\_\_\_\_ Living: ☐ Deceased: ☐

Mother's Full Name: \_\_\_\_\_ Living: ☐ Deceased: ☐

Wife's Full Name: \_\_\_\_\_ Living: ☐ Deceased: ☐

Names, addresses and telephone numbers of other children, living brothers and sisters:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Ministries/Interest in Life:**

\_\_\_\_\_

Military Service-Branch: \_\_\_\_\_ Dates of Service: \_\_\_\_\_

My funeral arrangements have been made at: (Name and Address) \_\_\_\_\_

\_\_\_\_\_

Cemetery (Name and Address): \_\_\_\_\_

**Instructions for Funeral Rites**

**FUNERAL VIGIL REQUESTS** \_\_\_\_\_

Wake will be held at ☐ Funeral home ☐ Church

Location Name: \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone No \_\_\_\_\_

Presiding Minister: \_\_\_\_\_

Music Minister: \_\_\_\_\_

Scripture Reading(s): \_\_\_\_\_ Reader: \_\_\_\_\_

Intercessions prepared by family ☐ or Church ☐ Reader: \_\_\_\_\_

Individual(s) offering eulogy: \_\_\_\_\_

**FUNERAL MASS REQUESTS\***

**Music and Scripture**

Entrance Hymn: \_\_\_\_\_

Offertory Hymn: \_\_\_\_\_

Communion Hymn: \_\_\_\_\_

Recessional Hymn: \_\_\_\_\_

Old Testament Reading: \_\_\_\_\_ Reader: \_\_\_\_\_

Psalm: \_\_\_\_\_

New Testament Reading: \_\_\_\_\_ Reader: \_\_\_\_\_

Gospel Acclamation: (will be sung) \_\_\_\_\_

Gospel: \_\_\_\_\_

Intercessions to be prepared by family ☐ or Church ☐

### **Other Ministers of the Liturgy**

Principal Celebrant – (if Bishop is unavailable): \_\_\_\_\_

Concelebrants: \_\_\_\_\_

Deacons: of the Word: \_\_\_\_\_ of the Eucharist: \_\_\_\_\_

Homilist: \_\_\_\_\_

If you have preferences as to the cantor, altar servers, gift bearers, or those involved in the placing of Christian symbols (pall, book of the Gospels, Crucifix), please share these here:

\_\_\_\_\_  
\_\_\_\_\_

Individual offering post-Communion remarks (if desired): \_\_\_\_\_

\_\_\_\_\_  
Deacon Signature

\_\_\_\_\_  
Wife Signature

\_\_\_\_\_  
Date

**REVIEW THIS FORM ANNUALLY – UPDATE AS NECESSARY – DISTRIBUTE UPDATES AS REQUIRED**