

## **FUNERAL CHECK LIST FOR A SERVICE AT ST. GILES CHURCH, FARNBOROUGH**

As we approach the day of your loved one's funeral, please can you make sure that the following have been attended to:

- Please provide the Rector shortly before the service with a hard copy of all tributes, eulogies, poems and readings. If you require clergy to read tributes on behalf of the family please send in advance via email and provide hard copies on the day.
- On the day please provide the Rector with a list of all family members, including deceased's parents, brothers, sisters, husband/wife, children and their husbands/wives or partners, grandchildren, great-grandchildren and any special friends.
- Please let us have any CDs for playing on the day of the service. These should be commercially produced and the track numbers indicated on the cover, i.e. with a post-it note. We also have capacity for memory sticks and bluetooth.
- It is customary for us to reserve three pews for principal mourners (20 people). If you require more space for principal mourners do let us know.
- Please print 20 more copies of the Order of Service than you think you may need as often more people end up attending a funeral than is originally anticipated.
- Please note that there are no toilet facilities at St. Giles. There is a Community Toilet at the Woodman pub in Farnborough High Street.
- Please send your Order of Service to our Organist, Mr. Clive Brearley (email [clive.brearley@gmail.com](mailto:clive.brearley@gmail.com)), in advance of the service so he can source and prepare the music.
- Having the bells rung after a funeral can be very uplifting. If you would like the bells rung please let the Parish Secretary, Liz Diamond, know on [stgiles@parishoffice.eclipse.co.uk](mailto:stgiles@parishoffice.eclipse.co.uk).
- There is good wheelchair access at St. Giles as there are no steps. We have our own wheelchair for use by members of the public. Areas at the front and back of the Church have been designated for wheelchairs and prams if required.

## **FUNERAL CHECK LIST FOR A SERVICE AT ST. GILES CHURCH, FARNBOROUGH**

As we approach the day of your loved one's funeral, please can you make sure that the following have been attended to:

- Please provide the Rector shortly before the service with a hard copy of all tributes, eulogies, poems and readings. If you require clergy to read tributes on behalf of the family please send in advance via email and provide hard copies on the day.
- On the day please provide the Rector with a list of all family members, including deceased's parents, brothers, sisters, husband/wife, children and their husbands/wives or partners, grandchildren, great-grandchildren and any special friends.
- Please let us have any CDs for playing on the day of the service. These should be commercially produced and the track numbers indicated on the cover, i.e. with a post-it note. We also have capacity for memory sticks and bluetooth.
- It is customary for us to reserve three pews for principal mourners (20 people). If you require more space for principal mourners do let us know.
- Please print 20 more copies of the Order of Service than you think you may need as often more people end up attending a funeral than is originally anticipated.
- Please note that there are no toilet facilities at St. Giles. There is a Community Toilet at the Woodman pub in Farnborough High Street.
- Please send your Order of Service to our Organist, Mr. Clive Brearley (email [clive.brearley@gmail.com](mailto:clive.brearley@gmail.com)), in advance of the service so he can source and prepare the music.
- Having the bells rung after a funeral can be very uplifting. If you would like the bells rung please let the Parish Secretary, Liz Diamond, know on [stgiles@parishoffice.eclipse.co.uk](mailto:stgiles@parishoffice.eclipse.co.uk).
- There is good wheelchair access at St. Giles as there are no steps. We have our own wheelchair for use by members of the public. Areas at the front and back of the Church have been designated for wheelchairs and prams if required.